



STATE OF WEST VIRGINIA

GOVERNOR'S COMMITTEE ON
CRIME, DELINQUENCY AND CORRECTION

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January 11, 1977

M E M O R A N D U M

TO: Mike Minsker, Deputy Director
FROM: Eileen Weller, ^{EW}Juvenile Justice Planner
SUBJECT: Review of GCCDC Evaluation -
Grant #7511-C01004-N

I have reviewed the recent staff evaluation of the Southern Regional Juvenile Detention Center. In response to GCCDC policy for review of project evaluations, my comments are as follows:

A. Analysis of evaluation findings.

This evaluation reports that serious attention needs to be directed toward those problems related to data bases and appropriate goal setting, effective communication and unification of efforts on the part of law enforcement, courts, the Department and the Center; and ambiguity of respective sections of the West Virginia Code.

Specifically, the evaluation finds that:

1. Local jails were utilized in more cases than the detention center. (May-September 1976, jail detentions equalled 329 while Southern Regional Detention Center's equalled 102.
2. Admission policies and intake criteria have not been mutually understood or adhered to by law enforcement, court, and center personnel, thereby limiting the potential for providing an alternative to jails.
3. Great distances between the Center and many

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calculation that it costs \$150.00 per day to detain one juvenile in this facility. This cost could be reduced substantially by detaining more juveniles in the center, however, it appears that a doubling of detainees would be almost impossible and even if such doubling occurred the daily cost would still be \$75.00 which appears to be extremely high.

Three: There does not appear to be a significant demand for diagnostic and classification services in addition to those already available within this region. Therefore, it would seem to me that diagnostic and classification services do not provide sufficient justification for the operation of such a regional center.

Four: There does appear to be a substantial need for a comprehensive juvenile justice center within a region such as this one. However, it seems to me that such a center should include not only detention and diagnostic and classification services, but such center should also be a "half-way in" and "half-way out" center for juveniles. Moreover, these centers could have treatment programs in coordination with the Division of Correction state level juvenile treatment programs. Perhaps these centers could be expanded to include even more services for juveniles who have come to the attention of our criminal justice system.

Aside from the above recommendations and conclusions I have drawn, I am recommending your approval of the Evaluation itself as well as Ms. Weller's recommendations in relation thereto. Any questions you may have in regard to my recommendations may be discussed at your convenience.

MLM:js

Attachments

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locales "served" hamper the utilization of the detention center as opposed to easily accessible jails, causing an extremely critical need for the seven counties' law enforcement officials to understand the purpose of juvenile detention and view the juvenile detention center as more desirable than a jail, and thereby be willing (if available manpower allows) to transport to and from the center.

4. Data bases, specifically relating to jail detentions, cannot be accurately derived from the Department's information system and should be obtained from local records, primarily those of jails. Also, the evaluation points out the critical need for upgrading the total Juvenile Court Reporting System. This problem, however, will not be addressed within the context of this project's evaluation review, but will be an immediate concern of GCCDC's planning function.
5. Likewise the problems brought about by the ambiguities regarding juvenile detention within the West Virginia Code will be dealt with as a system problem by GCCDC planning staff.

In view of the findings of the evaluation, this writer finds that the Southern Regional Juvenile Detention Center and the Department of Welfare must overcome those obstacles which have clearly prohibited the project from providing the seven county area with an alternative to housing juveniles in jails.

Mechanisms for dealing with these problems are discussed in the following section.

B. Impact on continued support of the project.

The current project period expires in March of 1977 and according to the proposed continuation policy to be submitted to the Committee on January 14, 1977, may be eligible to receive LEAA funds for two additional years.

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It is my recommendation that GCCDC continue this project for the 1977-78 period and conduct a second evaluation or intensive monitoring around September of 1977 to determine feasibility for further continuation. Prior to submission of the continuation grant, however, the Department must assure that the following tasks will be completed.

1. Comply with recommendations 1, 3, 4 and 5 of the evaluation. Of primary importance is number five. Specifically the new director must assume as his initial task the establishment of lines of communication and cooperation with all judges (probation officers), law enforcement agencies, and local groups.

It is recognized that this will be a difficult and time consuming task, however, the "friction" that apparently exists between the Center/Department and the courts and law enforcement agencies must be overcome or the project will not be able to justify continuation.

2. Based upon the problems stated in the application, i.e., transportation and distance, lack of cooperation among criminal justice agencies involved, etc. it is a possibility that one or more of the seven counties may not wish to further participate in this project. Therefore, it is critical to reassess the regional concept of the project.

The most feasible manner to do this is through the obtaining of waivers in a timely fashion. Therefore, waiver statement from all of the participating counties must be obtained prior to submission of the application to the Committee.

3. Concerning reporting to the Juvenile Court Information System the Department of Welfare should arrange for meetings with the probation staffs in each of the counties involved in this project to clarify any questions which exist surrounding the use of the control card. This will be a step toward better reporting of juvenile detentions and will make the information system more reliable at least for the southern region of the State.

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4. Although this evaluation did not report on the internal programming aspects of the project, it should be communicated to the project director that the continuation application be specific in terms of services provided to detainees as this should be included in the next evaluation.

C. Affect on long range plans and program description within Comprehensive Plan.

To me, this evaluation clearly points out the need to develop additional standards regarding the establishment of regional juvenile detention centers and the need to develop alternatives to our present detention programming especially for rural counties. Although the Comprehensive Plan recommends multi-county or regional facilities it does not provide any recommendations, for instance, regarding what to consider in the planning phase of development. If clear guidelines had been developed specifying consideration for such things as transportation and travel distances, then possibly several related problems encountered by this project could have been avoided.

Concerning the development of alternatives for juvenile detention it appears that GCCDC needs to consider different types of settings than currently exist. For example, Lewisburg, Greenbrier County is located approximately 70 miles from this Center. Given the time and cost factors for transporting youths, the road conditions in this area, and the visitation problems, it now appears more feasible to me to bring short term attention to Greenbrier County youths in closer proximity to this locale. In cases such as this a different type of detention would probably be more practical. A possibility may be in-home detention, practiced in other states, whereby per/diem rates are paid to recruited detention parents.

D. Summary.

Although it can be said that the Southern Regional Juvenile Detention Center has not fully reached its expectations in its initial period of operation and is facing some serious obstacles, this project, on the other hand, is attempting to address the critical need in southern West Virginia of affecting the use of jails for juvenile detention. While the Center did not alleviate the problem it did provide an alternative to jail detention to 102 youths.

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The results of this evaluation provide constructive criticisms of your new project, the recommendations of which if properly addressed should provide for a brighter picture in the future. Just as any new project faces growing pains so has the Southern Regional Center. Although some of its problems, especially transportation and distance will be difficult to solve, this project, once a new director is employed, should be able to provide a viable alternative program to meet all or most of the southern re-

EVALUATION

SOUTHERN REGIONAL OFFICE, WASHINGTON

7511-C01001-G

JANUARY, 1977

EVALUATION SECTION

WEST VIRGINIA GOVERNOR'S OFFICE OF
CRIME, DELINQUENCY AND CORRECTIONS

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FUNDING HISTORY

7511-C01004-N

Federal \$161,236.

State 8,957.

Grantee 8,957.

Project Period 11-1-75:12-31-76

7401-C01003-N

Federal \$ 35,677.73

State 1,982.10

Local 1,982.10

Project Period 3-1-75:5-1-76

S U M M A R Y

The Southern Regional Detention Center has and/or is experiencing many of the normal growth pains associated with similar program start-ups; the majority of these problems are of a public relations and interagency communications nature. The solution to these problems is usually the maintainance of open and active communication among those who have an interest in proper detention service; this encompasses a broad clientele including parents, youth, law enforcement, the court, the Department and local public officials. In the discharge of their respective duties, each must work closely with the other.

The need for effective communication is even more significant during the coming funding period due to the changing political structure brought about by the recent election. As a result there are new sheriffs and new court members who will have to be knowledgeable about detention services if they are to be effective participants in the successful operation of the program. Within this context, careful screening of a potential Detention Director is important but is secondary to the importance of communications linkage.

Construction of an accurate data base is essential to program planning. Confusing or inaccurate data can effectively reduce the measurement of program impact. This applies also to ambiguities in definition of admission terms and practices.

Distance of the facility from referral agencies is a critical factor in utilization of regional detention facilities. This problem is extremely difficult to overcome and may jeopardize ideal utilization by local authorities and pose difficulties for the reduction and/or elimination of placing juveniles in local jails.

A "down the road" issue will probably be one related to cost and maintenance of the program after federal funding terminates. This issue becomes increasingly critical in the fact of continued inflation and decreasing amounts of federal money available.

An additional problem might be availability of support from county participants in the future. If the facility/program is to fit the regional concept it should be regional from a support standpoint. At the present time such support might be difficult to generate.

Finally, it should be understood that the present evaluation dealt with the rather mechanical aspects of program start-up; the importance of data for measurement purposes and as a planning instrument; and the criticality of constructive communication and interaction as a solid base of effective operations.

PURPOSE OF APPLICATION

The purpose of the above application was to request funding for staff and operational expenditures involved in providing secure detention to youth in a 7 county region of southern West Virginia. Counties involved are Greenbrier, McDowell, Mercer, Monroe, Raleigh, Summers and Wyoming.

The main goals of the project were:

To reduce by 95% those youth being held in traditional jail facilities in the counties being served by this project.

To provide specialized diagnostic information in the form of psychological testing, psychiatric evaluation and behavioral observation reports as indicated to courts upon request.

OVERVIEW OF DETENTION

Detention in secure facilities is necessary for pretrial holding of youth, but the variation between states and between courts within states indicates that it is often used far more extensively than necessary and for youth who present no serious threat to community safety. Many youth report that their most frightening experiences in the justice system occurred when they were held in detention units, police lockups, or adult jails. Nevertheless, incarceration of youth in these types of facilities appears to be increasing throughout the country faster than incarceration in any other type of residential correctional facility (Wisconsin, 1976; Lerman, 1975). If another generation of youth is not to be harmed irrevocably, greater parsimony in the use of detention is essential.¹

Past and recent literature is replete with estimates of youth

¹ Sarri, Rosemary, "Service Technologies: Diversion, Probation and Detention", Brought To Justice? Juveniles, The Courts, And The Law (Ann Arbor: National Assessment of Juvenile Corrections, 1976), p. 175.

being held or detained in jails and/or detention facilities. The National Council on Crime and Delinquency estimated that "every year in this country, about 100,000 children under 18 are locked up in jails."² This estimate was based upon surveys for the President's Commission on Law Enforcement

A NCCD survey in 1965 "reported an estimate of 87,951 juveniles jailed in that year."³ The National Jail Census conducted by the Department of Justice in 1970 "reported a total of 7,800 juveniles in 4,037 American jails on a given day in March, 1970".⁴ In 1974, Rosemary Sarri (Professor of Social Work and Project Co-Director of the National Assessment of Juvenile Corrections) related that "it is probable that up to 500,000 children are processed through local adult jails each year in the United States."⁵ By 1976, Professor Sarri reported that "it is conservatively estimated that nearly one million youth spend one or more days in jail or detention in the United States each year."⁶

There is little argument concerning the deleterious effects of jailing upon youth. The National Council on Crime and Delinquency

² Downey, John J., "Why Children Are In Jail And How To Keep Them Out", (Wash: U.S. Govt. Printing Office, 1971), p. 3.

³ Sarri, Rosemary C. "The Detention of Youth in Jails and Juvenile Detention Facilities", Juvenile Justice, Vol. 24, No. 3, November, 1973 (Reno: NCCD, 1973), p. 3.

⁴ Ibid, p. 2.

⁵ Sarri, Under Lock and Key: Juveniles in Jails And Detention Ann Arbor: Univ. of Michigan, 1974), p. 5.

⁶ Sarri, Rosemary and Hasenfeld, Yeheskel eds., Brought To Justice, The Courts, And The Law (Ann Arbor: Univ. of Michigan, 1976) p. 166.

Standards and Guides for the Detention of Children and Youth

It is noted that:

The case against the use of jails for children rests on the fact that youngsters of juvenile court age are still in the process of development and are still subject to change however large they may be physically or however sophisticated their behavior is.¹

It is also noted that:

Regardless of the reasons put forth for justifying jailing juveniles, the practice is almost always destructive for the child and, in the long run, dangerous for the community. Not many are youth to be headed in harmful ways. Occasionally we hear public leaders complain about the negative aspects of jailing youth, but nothing really seems to change. Reports of abuse, rape, and suicides do not deter us from placing juveniles in jails under conditions that are more punitive and harmful for them than for adults.²

It is noted that participation in jail activities these days is not a good thing.

The holding of youth in jail has become cause for increasing concern among juvenile justice authorities as more is learned about the impact of jail experiences on youth. Traditional jail facilities offer little more than custodial maintenance features. The youth is afforded little or no constructive outlet for his energies. Jail facilities lack adequate adult supervision, educational and recreational activities, opportunities to be involved with members of the community. Increasingly, there is concern for the youth's physical safety as well as concern for the negative influences that jail holding poses to youth at a critical point along the juvenile justice system.³

¹ Ibid., p. 1.

² Ibid., Under Lock and Key, p. 1.

³ Ibid., Grant Application, 7511-001004-B, p. 2a.

Professor Surci is perhaps the most well-known authority in the field of juvenile detention. Underhook and Hyatt are one of the most recent works related to detention and jailing of youth. Two significant findings from their work follows:

1. The earlier conservative estimate that million youth held yearly in detention or jails exceeds the yearly total of 25,000 youth held in public training centers, halfway houses, camps, and group homes in the United States. Thus, for every ten youth incarcerated in all types of residential correctional centers, approximately eight are held in detention or jail.
2. Rates in the United States exceed those of other industrialized nations where data are available. The proportion of youth held in jail or detention steadily declined during the Nineteenth and first half of the Twentieth Century, but the trend has reversed in recent years.

PROBLEM STATEMENT ANALYSIS

It perhaps is not necessary from a sociological point of view to justify the need for proper juvenile detention facilities and programs. The Queryley has generally related the law making tendency to jail or detain juveniles and the harmful effects of such practices on a broad level. Locally, or regionally, a more detailed justification should generally be applied.

There is some confusion, however, as to the actual extent of the problem re numbers of juveniles jailed; this extent perhaps is not germane to the need for the facility itself but certainly is important to the goal setting within the application and has some impact on perceptions of intent or philosophy of utilization by dif-

ferent components of the juvenile justice system. It also needs to be stated at this point that the grant application is, in itself, a staffing and support grant and not a construction or implementation grant; construction and implementation was historically a locally motivated process.

The Mercer County Court let the construction contract for the facility in 1974, following a couple of years of active community interest and stimulation. A subsequent grant application from the Governor's Committee on Crime, Delinquency and Correction (7401-C01003-N, \$44,032, total) was to provide furnishing and equipment for the facility. Attached to that application was a study of juvenile detention in the eight southern West Virginia counties . . . conducted in 1973 (at that time Fayette County was also interested as a possible participant). Statistically, 533 youth spent approximately 2500 child care days, in area jails, from June 1, 1971-July, 1972.

The above grant narrative described the proposed facility as a "short-term center whose central purpose is to provide adequate housing and care for juveniles awaiting disposition by juvenile court authorities in the eight county area. The center will provide separate quarters for ten boys and five girls." Further philosophical support stated that "Adequate detention facilities for juveniles are essential if rehabilitation goals are to be achieved with young offenders. Too many counties in West Virginia must use county jails as a means for providing secure custody for youth.

This practice often results in aiding and abetting criminal behavior instead of redirecting the lives of juveniles by enabling them to associate with sophisticated law-breakers and by putting them through the dehumanizing process of being locked in unsanitary and isolated quarters."

Thus, the intent, i.e., provide adequate facilities for custody was based upon 533 youth admissions to "area jails".

The current Grant Application narrative developed a problem statement/analysis around 1974 data re juveniles for the seven county region as follows:

<u>County</u>	<u>No. Referred To Court (N=889)</u>	<u>Percent Referred</u>	<u>No. Youth Jailed</u>	<u>Percent Jailed (N=183)</u>
Greenbrier	84	9.4	6	3.3
McDowell	122	13.7	2	1.1
Mercer	464	52.2	145	79.2
Monroe	2	.2	0	0
Raleigh	84	9.4	1	.5
Summers	46	5.2	0	0
Wyoming	87	9.8	29	15.8
	<u>889</u>		<u>183</u>	

1. What can be determined by the preceding information is that 20.6% of the 889 youth referred to courts were found to be in need of secure detention. Lacking such facilities, courts placed these youth in traditional jail facilities at a rate that was 7.4% higher than the state-wide average use of jail facilities.
2. Available information indicates that during 1974, 122 youth in this region were found by courts to be in need of specialized diagnostic services. Specifically, these youth were found to be in need of psychological testing and psychiatric evaluation in order to consider further court action. While no information about the quality and extent of this material is available, it is known that these services were not available to 13.9% of those youth.

Additional data, developed by Governor's Committee on Crime, Delinquency and Correction staff, for 1975 indicated similar trends in number of youth referred and number jailed:

County	1975		1975	
	No. Referred	(N=911) Percent	No. Jailed	(N=212) Percent
Greenbrier	40	4.4	3	1.4
McDowell	147	16.1	1	.5
Mercer	577	63.3	201	94.8
Monroe	0	0	0	0
Raleigh	106	11.6	1	.5
Summers	19	2.1	5	2.4
Wyoming	22	2.4	1	.5
	<u>911</u>		<u>212</u>	

A very brief analysis would indicate that during two successive calendar years (1974 and 1975) that there appeared to be an increasing trend in numbers of youth referred to courts exercising juvenile jurisdiction in that particular region and that Mercer, McDowell and Raleigh counties were heavy "contributors" to this data. Similar analysis indicates an increasing propensity to place youth in jails in that region.

The confusion centers around number of juveniles held in jail during specific time frames. For example, the 1973 detention study previously referred to indicated that 533 juveniles were admitted to area jails in 1971-72. Based upon projected increases in juvenile crime rates, the number of admissions by 1976 might be expected to be around 700-800. Instead, the problem statement plus additional data indicates that by 1974, only 183 jailings occurred and in 1975, only 212 occurrences. The overall appearance would be one of a decrease in occurrences over a five year period.

Clearly, each grant utilized different sources of data for documentation. The earlier grant (7401-C01003-N) was supported by a Detention Study authored by William A. Jones, Delinquency Services Coordinator, West Virginia Department of Welfare. His statistics re juveniles held in jail were "acquired by personal interviews with judges, court and probation staff, looking at records of arrest by law enforcement officers, detention, court hearings, and disposition records, etc." (See attached Study--Methodology).

The present grant (7511-C01004-N) utilizes statistics from the West Virginia Department of Welfare's Juvenile Court Statistical Card, Form SRS-NCSS-203 Revised.

The Juvenile Court Statistical Card, Form SRS-NCSS-203 Revised, is designed to maintain data that will show the total activity of the court in relation to the handling of children's cases, including traffic offenses, neglect cases, and special proceedings, as well as delinquency cases. It will enable individual courts to maintain data for local, state, and national use and makes provision for cases disposed of with or without petition.

The statistics gathered through the use of this system, for the most part, do not reflect accurately the numbers of juveniles detained overnight in area jails by law enforcement personnel. This inaccuracy is primarily due to non-usage or improper usage of the card itself by probation personnel within the region; the card is designed to reflect jail detention.

It can be noted that, universally, there is a data consistency problem which has always imposed constraints upon the valid

utility of detention and jailing statistics. The usual reasons for this problem can be found in unsystematic data gathering techniques and instruments and the failure of data collecting agencies to convincingly communicate, to field personnel, the need for timely and accurate recording of data.

The end result of this digression, concerning the Juvenile Court Statistical Card and the total numbers of juveniles held in jail is to point out that goal setting shares a critical relationship with the accuracy of "base data", upon which a numerical impact is supposed to occur.

Monthly population reports obtained from the Southern Regional Detention Center show 102 admissions between May and September, 1976. (See Attachment D). Based upon the stated base comparison data for previous years (1974, N=183; 1975, N=212), 102 admissions would not only reflect a high level of usage but would establish substantial progress toward goal achievement (utilizing the primary goal: "to reduce by 95% those youth being held in traditional jail facilities in the counties being served by this project"). The number of admissions (102) would be even more significant due to the fact that they occurred during an abbreviated time frame (5 months) rather than a full 12 month period.

However, a surprising number of juveniles had been detained locally, in area jails, during the same period of time (May-September):

Aluminum (1-2)

1975

<u>County</u>	<u>May</u>	<u>June</u>	<u>July</u>	<u>Aug.</u>	<u>Sept.</u>	<u>Total</u>	<u>Detentions</u>
Greenbrier	3	2	2	2	0	9	1
McDowell	0	0	5	4	6	15	1
Mercer	14	13	4	5	5	41	8
Monroe	0	0	0	0	0	0	1
Raleigh	28	29	33	65	46	201*	8
Summers	5	4	4	4	1	18	1
Wyoming	4	12	5	4	20	45	4
	54	60	53	84	78	329	

This total, for a five month period, is more in line with the projected figure stated in Table I, i.e., approximately 700 to 800 juvenile detentions in local jails most likely over a 12 month period. In this interpretation, a 95% reduction in that figure, through utilization of the detention center, would constitute nearly 713 admissions at the regional facility. Thus, using a mid-point (N=750), goal completion would be achieved, if detention admissions is the criteria, upon the admission of 713 juveniles at the regional facility who, otherwise, would have been detained locally.

It should be accepted that, currently, tabulations utilizing jail admissions records is probably the most accurate method of gathering juvenile jail admission statistics, although laborious and time consuming.

Based upon the intense and active interest of local supporters, which was critical in the establishment of the center, in addition to the high goal expectations of the project, it could be assumed

* Includes 77 juveniles 16 years and/or younger.

that a higher level of admissions actually would be occurring. However, there is some research data that undermines the hypothesis that detention facilities for youth will prevent jailing/detention of juveniles locally. Data surveyed from Wisconsin indicated that "the presence of detention facilities for youth was not a consistent deterrent to the placement of juveniles in jail."¹⁰ In a study in an eastern state, Pawlak (1972) noted that "In many counties the presence of juvenile detention facilities did not prevent the use of jails."¹¹ Data for a 1972 study (by the Institute of Georgia of the University of Georgia) concerning six regional detention facilities in Georgia "noted that the presence of these regional facilities did not produce a low rate of juvenile jailing."¹² Correlations between jailing and detention rates were examined in sixteen states utilizing the Spearman Rank Order Correlation procedure. The results "indicated almost no relationship between the number of youth held in jail in a state and the number of youth held in detention. One might have predicted a strong negative relationship between them, which would indicate that when detention facilities were used, juveniles would not be held in jail."¹³

Thus, in view of the literature it perhaps may be assumed that the establishment of regional detention will have medium to relatively little impact upon the jailing of youth. It might also be set forth

¹⁰ Sarri, Under Lock And Key, p.9.

¹¹ Ibid, p. 10.

¹² Ibid, p. 19.

¹³ Ibid, p. 27.

that a 95% reduction was far too optimistic, even under ideal circumstances.

There are other factors which also mitigate against extensive usage: 1) intent and philosophy of detention as perceived by juvenile justice system components; 2) transportation and manpower.

1) Intent and Philosophy - Detention is usually defined as the "temporary care of children who require secure custody for their own or the community's protection in physically restricting facilities pending court disposition". Another general agreement exists concerning the categories of juveniles who require detention: (1) those who may abscond before a court hearing; (2) those who are almost certain to commit a dangerous offense before court disposition; and (3) those who must be held for another jurisdiction.¹⁴

The above categories are identical with similar intake criteria for admission as promulgated by the West Virginia Department of Welfare: Referrals will be accepted for admission . . . under the following conditions:

1. Any child when so ordered by the court.
2. Youth will be accepted for admission upon referral by Court and/or law enforcement officials when youth:
 - A. are accused of acts of delinquency which violate the criminal code, and
 - B. appear likely to commit an additional

¹⁴ Sarri and Hasenfeld, Brought To Justice, p. 167.

offense which would present a clear and present danger to himself, or

- C. appear likely to commit an additional offense which would present a clear and present danger to the community, or
- D. is almost certain to flee the jurisdiction of the Court prior to disposition of the case, or who must be held for another jurisdiction.

Thus the full intent of detention is to provide a resource to both law enforcement and court personnel in their efforts to provide reasonable, secure and safe detention services. However, philosophical and operational conflicts, regarding the intent and use of detention, are almost always inherent during the implementation stages of detention services.

The law enforcement concept is based around operational needs and problems; usually this translates into "quick and easy" confinement of juveniles and a fast return to patrol. Within this framework, the local jail provided the ideal solution with a minimum loss of duty time.

On the other side of the coin is the issue of proper detention, i.e., who really needs it? Usually, the application of detention intake criteria, by detention staff, attempts to answer the question. In order to be detained a youth must be charged or arrested for some illegal act and that fact, in itself, is not inconsistent insofar as detention intake criteria are concerned. However, the commission of the act does not stand alone but is one of several interacting criteria which, in conjunction with each other, deter-

mines the need to detain. By comparison with the previously outlined intake criteria, law enforcement tends to stress the importance of Item A as the singular criteria; detention staff would tend to utilize A, B, C and D collectively.

The Southern Regional Detention Facility has not escaped these problems totally. Initially (and to some degree even now) there was a general atmosphere of confusion regarding admissions. Some law enforcement personnel see the admission criteria as being too restrictive in that detention staff did not wish to admit a number of juveniles, based upon the intake criteria; those juveniles who, prior to the establishment of the detention facility, would have easily been admitted to the local jail were not so readily admitted to the detention center. The end result is a tendency to either ignore situations which would normally result in an arrest, charge and detention or continued usage of a local jail as an alternative.

One of the safeguards against this "we" and "they" atmosphere is a shared philosophy concerning juvenile detention and active and open channels of communication between detention staff and law enforcement staff. The application itself attempted to address the problem through a series of meetings with all parties in attendance. Although the meetings took place, it seems that the understanding and communications did not.

There is also some indication that a similar "we" and "they" attitude exists between detention staff and court personnel. For

the most part, this attitude is manifested around detention issues; the result of which is something less than a cohesive, systems approach to the provision of services. There have been instances, although isolated and perhaps infrequent, that nevertheless have left the impression that detention staff have assumed or assume decision-making capabilities that exceeds their authority.

Generally the juvenile court does not have exclusive control concerning the operation of detention facilities. Juvenile courts "usually share authority with county and city governing boards, special county or regional detention commissions, state social welfare departments, state corrections departments, state youth commissions, or the larger court system of which it is a part. The statutes frequently fail to set forth clear lines of authority and areas of responsibility.¹⁵

The expectations might be, within such an operating environment, a diminution of interaction between operational elements of the juvenile justice system. Admittedly, this is a fuzzy area wherein, if the chips are down, evaluators run the risk of not being able to substantiate attitudes, feelings, perceptions that might exist; be that as it may!

It is difficult to determine whether or not the issue of authority is really an issue at all. As alluded to earlier, there appears to be no clear-cut lines of authority or responsibility for

¹⁵ Levin, Mark and Sarri, Rosemary C., Juvenile Delinquency: A Comparative Analysis Of Legal Codes in the United States (Ann Arbor: National Assessment of Juvenile Corrections, 1974), p. 35.

daily decision-making or for operation. If, in fact, there are such lines of responsibility they do not appear to be shared ones. The net effect is the presence of a county facility; operated by state personnel; with federal and local appropriations; working with the local judiciary; with local law enforcement agencies as the major source of referral. Certainly such an operation demands full time public relations expertise as well as open and constant communication, if the operation is to be satisfying and beneficial to everyone involved.

2) Transportation and Manpower - In 1974, the National Assessment of Juvenile Correction identified six factors which were critical influences on the use of detention by a court or county: (1) location of the detention unit; (2) time of apprehension; (3) location of the apprehension; (4) availability of intake personnel to screen referrals; (5) credibility of the referring source; and (6) the degree to which the court sees its detention policies as an area of community interest.

Factors one (1), two (2) and three (3) are critical determinants of regional utilization; the greater the geographical distance between a facility and the referring agency, the less likely the facility will be used. An additional factor would also be terrain and ease of travel.

The above factors may have been somewhat influential if a comparison is made between admission totals by county, and location/mileage

of participating counties within the region (see map); the 93 admissions from Mercer County and 10 from Raleigh County might be explained by a minimum distance of travel (Mercer) and ease of access (Raleigh - via the West Virginia Turnpike) with a noticeable decrease for the other counties.

Factor number two above "time of apprehension" has a contributing effect on regional usage in that juveniles are less likely to be transported over great distances after what may be considered daylight hours. An additional factor here also is availability of manpower to transport over such distances, whenever a juvenile is charged or apprehended, at irregular hours. There is also a cost factor to be considered in loss of manpower during transportation, costs of transportation directly and a possible reduction in local law enforcement effectiveness during the hours that personnel are "on the road".

FINDINGS AND RECOMMENDATIONS

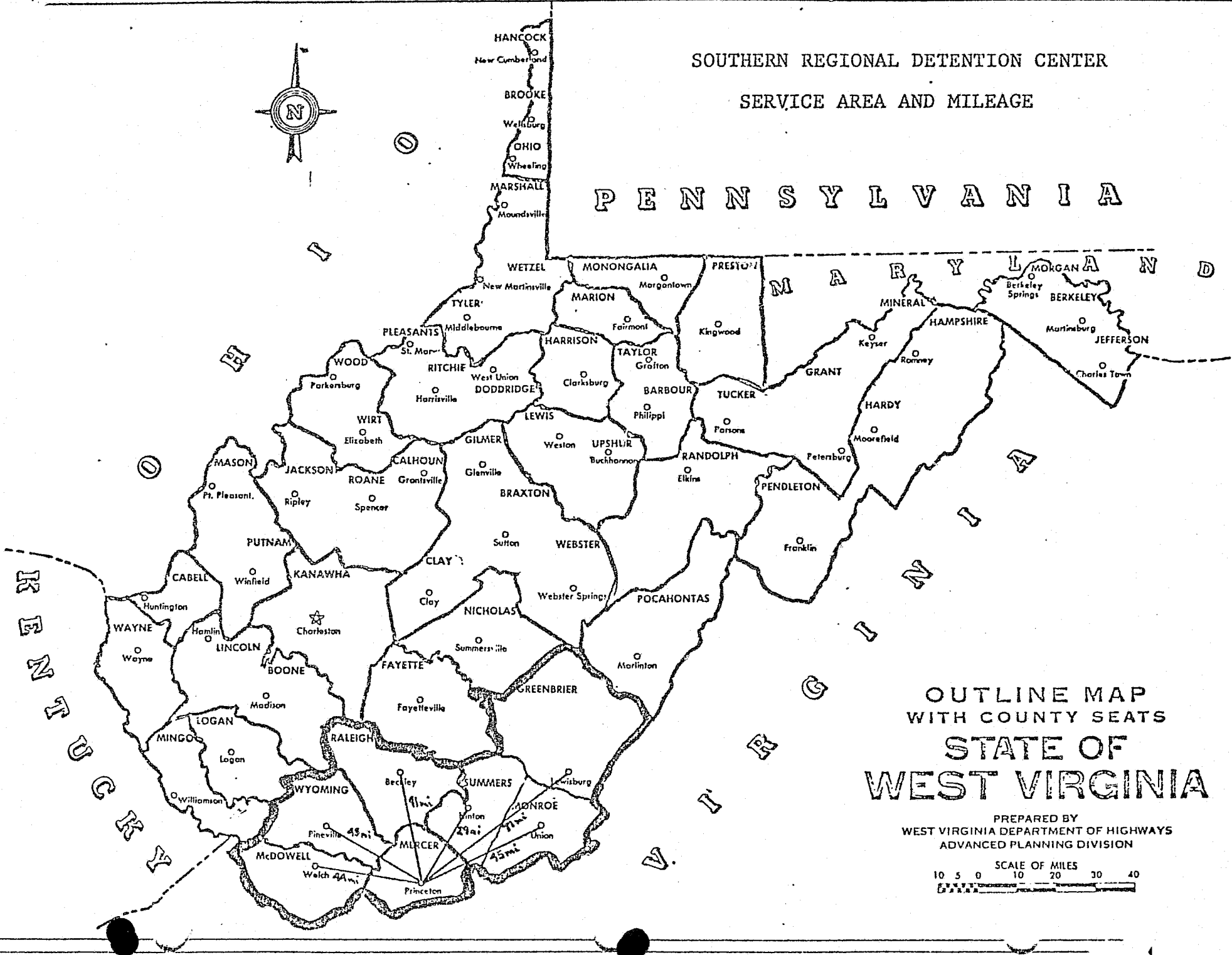
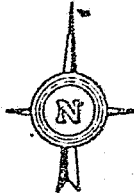
An inaccurate data base was utilized in the construction of the problem analysis. Therefore, the first objective will not be met. This is not to say that the facility is not a definite service provider for the target region; the inaccuracy of the data base merely deletes the probability of demonstrating goal achievement.

The earlier discussion concerning somewhat "traditional" data deficiencies in a detention/jailing context emphasized the need

SOUTHERN REGIONAL DETENTION CENTER

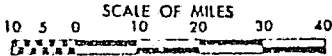
SERVICE AREA AND MILEAGE

P E N N S Y L V A N I A



OUTLINE MAP
WITH COUNTY SEATS
STATE OF
WEST VIRGINIA

PREPARED BY
WEST VIRGINIA DEPARTMENT OF HIGHWAYS
ADVANCED PLANNING DIVISION



for reliability and validity. However, the fact that the problem has existed nationally in the past does not imply that it should be perpetuated on a statewide level.

The data system utilized by the West Virginia Department of Welfare potentially is an important element in the comprehensive computerization of West Virginia's criminal/juvenile justice statistical reporting system. Any data system is subject to the accuracy of input, so goes the old "garbage in, garbage out" response of computer people. Concerning the Department's system, compliance with reporting requirements and directions obviously would be simplified if those responsible for reporting were directed to do so by the Department. However, many of the reporting agencies and personnel are not employees of the Department and thus cannot be so directed. For the most part they are employees of local courts and they often characterize the reporting format as time consuming, paper work which is more of a chore than an instrument of documentation for demonstrating needs (which is a primary function of data systems in conjunction with demonstrating activity flow). If the risk of unreliable data is present in one section of the reporting format (and the section referred to here is Section K. Care Pending Disposition) there may also be similar risks in other sections as well (although unsubstantiated).

Given the number of reporting agencies and the turnover in personnel, the reporting requirements and definitions are probably subject to constant discretionary decisions on a statewide

basis. The end result has already manifested itself in an inaccurate data base on a regional level (for grant application purposes) but the impact for future systems planning is potentially more harmful, if not remedied.

Obviously, the need for accuracy in data systems is a prerequisite for planning as well as management. The problem with the Department's system, however, is not solely confined to inaccurate reporting but also includes non-reporting and untimely submission of reports. The major recommendation(s) concerning data, in conjunction with the grant application are as follows:

- 1) If goal setting is to continue to identify a percentage reduction in the rate or number of juvenile jailings in the target area, an accurate data base, for measurement purposes, must be constructed within the application for continuing funds. At this time, local records are the most reliable for this purpose.
- 2) There is a definite need to stimulate accurate and timely reporting to and for the Department's data system either by consent or statutorily; a catalyst must be found for this purpose whether it be the GCCDC, the legislature or the Administrative Office of the West Virginia Supreme Court of Appeals. To delay further is to invite continuing "misinformation" and misunderstanding of juvenile justice systems data.

Concerning the atmosphere of misunderstanding between detention staff, law enforcement and court staff, regarding admission criteria, etc., a potential solution may be forthcoming upon the employment of a Detention Director. There were several instances where it was implied that the past Director perhaps was incompatible with several

law enforcement agencies; repetition of this situation would be very detrimental to the program in the immediate future. Since the Department of Welfare is currently in the process of a talent search for a new Director any recommendation in this regard would be that:

- 3) A new Director be employed as soon as possible who, in addition to required levels of experience and technical knowledge, also possesses sufficient public relation ability.
- 4) A new Director be screened and/or be given the opportunity of meeting with the local Advisory Board as a part of the employment process. Many potential problems may be resolved at this point, particularly if the Board finds an individual unacceptable.
- 5) The new Director immediately recontact all of those juvenile justice elements important to the operation of the Detention Center and establish understanding and agreement of detention operations with a particular emphasis on the maintenance of open and constructive communication.

With regard to the transportation problems of the outlying counties, it should be understood that it is not the intent of detention programs to encourage the use of detention. It is, however, the purpose of detention to provide a safe and secure environment in lieu of jail detentions. On the other hand, it is axiomatic that these counties will continue to utilize their local facilities as an alternative to burdensome manpower and transportation problems; this is perhaps Catch 22 for a regional program.

- 6) The West Virginia State Code is one of the obvious instruments of forcing compliance of non-jailing of youth. At this point the applicable section, Chapter 49, is perhaps too vague concerning the detention of youth in jail facilities; if there is no legal ambiguity regarding its clarity it can surely be said that it is not being applied nor adhered to by local law enforcement agencies. It is therefore, a hope (and definitely a recommendation if not done already) that any new recodification - emphasize this section.

GOAL NO. 2

To provide specialized diagnostic information in the form of psychological testing, psychiatric evaluation and behavioral observation reports as indicated to courts upon request.

It is perhaps too early in the operation of the program to perform any assessment of the above goal. It is largely at the initiative of the court that psychological testing and evaluation would be performed by detention staff. Although they are qualified perhaps to serve in this capacity, their services had not been requested at the time of the evaluator's visit. The behavioral observation reports were being generated however and are on file.

Judicial requests for psychological testing and evaluation depend on the judiciary's need for such services, i.e., whether they have or do not have staff to perform such duties and whether or not their caseloads are a further factor. The fact that detention staff have not been called on does not mean that such a goal is not an essential part of detention service.

SOUTHERN REGIONAL DETENTION

AGE AND SEX DISTRIBUTION OF DETAINED YOUTH
(May-Sept. 1976)

Age	Male (N=82) Percent	Female (N=20) Percent	Total (N=102) Percent
9	(1) 1.2	(0) -	(1) .9
11	(2) 2.4	(0) -	(2) 1.9
12	(3) 3.6	(0) -	(3) 2.9
13	(1) 1.2	(6) 30.0	(7) 6.8
14	(11) 13.4	(3) 15.0	(14) 13.7
15	(16) 19.5	(5) 25.0	(21) 20.5
16	(22) 26.8	(3) 15.0	(25) 24.5
17	(26) 31.7	(3) 15.0	(29) 28.4
(N)	(82)	(20)	(102)

Median Age 16 15 15

CHARGES AGAINST JUVENILES IN TARGET REGION

<u>Charges</u>	Greenbrier	Mercer	McDowell	Monroe	Raleigh	Summers	Wyo- ming	Total
Felony					1			1
Murder								0
Rape								0
Robbery		1						1
Fel. Assault								0
B & E		13			2			15
Larceny/Theft		9	1	1	2			15
Auto Theft	1	2						3
Delinquency		5						
Parole/Rel.Vio.		1						1
Arson								
Assault								5
Brand. Weapon		1						1
Shoplifting								2
Misemeanor								
Forgery		1				1		2
Trespassing		3						3
Dest.o Prop.		3						
Intoxication		7						7
Escape								6
Dist. Peace		2						2
Domestic Violence					1			1
Possession		1						1
Await.Trans.		1						1
Tampering		1						1
Vandalism		1						1
Peace Warrant								
Rec.Stolen G.		1						1
Runaway		17			1		1	19
Truant					1			1
TOTALS	1	86	1	1	8	1	4	102

CHARGES BY OFFENSE CATEGORY

<u>OFFENSES</u>	<u>NR</u>	<u>%</u>
Against Property	48	47.0%
Against Persons	10	9.8%
Status	25	24.5%
Intoxication	7	6.8%
Possession	1	.9%
Other	<u>11</u>	10.7%
	102	

PERCENT OF ADMISSIONS BY COUNTY

Greenbrier	1	.9%
Mercer	86	84.3%
McDowell	1	.9%
Monroe	1	.9%
Raleigh	8	7.8%
Summers	1	.9%
Wyoming	<u>4</u>	3.9%
	102	

DETENTION INTAKE CRITERIA:

RECOMMENDED POLICIES

WEST VIRGINIA DEPARTMENT OF WELFARE

THOMAS R. TINDER, COMMISSIONER

STATEMENT OF PURPOSE

The availability of sound detention care for youth is a concern shared by the Judiciary, community interests and professionals in the field of juvenile justice.

Recognition of the need to develop intake criteria which are supportive of realistic detention programs has caused the West Virginia Department of Welfare to review the detention intake criteria in use at detention centers operated under its authority at Chapter 49, Article 5A, Section 6 of the West Virginia Code.

The attached document, including specific intake policy considerations, is proposed for adoption and use in the operation of juvenile detention programs. This review process is an effort to continue the close cooperation and mutual support of state and local authorities which has characterized the detention programs of the Department of Welfare.

INTRODUCTION

The basic objective of detention care is the provision of secure care for youth awaiting court action. Repeated expressions of alarm and concern for the physical safety of youth confined in traditional jail facilities, and increased awareness of the deleterious effects of jailing youth have encouraged the development of juvenile detention services as an alternative to traditional jail facilities. Moreover, appellate courts have rendered strict interpretations of the statutory prohibition of jail detention.

Sincere attempts to develop significant financial resources required for detention programs and to promote public support of these programs have tended to create unrealistic expectations. Administrators and court officials alike may have predicted benefits, programs, and populations which encourage imprecise definition of detention and result in widespread confusion about the objectives of secure detention programs. Detention programs which seek to address unrealistic expectations have been disappointing at least, and have often served to lend an air of legitimacy to the abuses they sought to curb.

It is, therefore, essential to clearly define the goals and objectives of detention programs, address the objectives realistically and design programs to serve the intended population. An essential requirement of this process is the appropriate control of population intake.

OBJECTIVES OF DETENTION

Perhaps the most apparent characteristic of detention is the provision of security and population control through architectural design. As part of the physical environment, such features are pervasive aspects of detention programming and cannot, nor should they be, avoided. The intent is to protect the youth and community from the child's uncontrolled and potentially dangerous behavior and to contain the youth within a controlled environment until other social resources bring about problem resolution and ensure stable adjustment.

The variety of community resources available to and utilized by the court should not be restricted by the availability of detention facilities. These facilities are a necessary component of the juvenile justice system and, as such, are only a part of the community's response to juvenile crime and youth services. The far greater portion of youth coming to the attention of the court by reason of delinquency can better be served by non-secure or semi-secure programs such as release to parents, foster home placement, shelter care or home detention

programs. While these programs are available to all youth, secure detention should never be available to dependent or neglected youngsters, let alone all delinquent youth.

The second overall objective of detention programming is to minimize the deleterious effects of confinement. In that regard, detention programs:

- (1) supervise detained youth at all times. (physical, video or auditory supervision),
- (2) engage the child constructively in educational, recreational and creative activities,
- (3) assist in the resolution of situational crises related to confinement or legal status, and
- (4) augment the information available to the Court about the detained youth.

CONCERNS

Despite their ability to remedy many of the detrimental effects of jailing youth, detention programs carry with them the potential to inflict similar injuries. Professionals throughout the field of juvenile justice recognize that such detrimental consequences as "negative labeling" and "self-fulfilling prophecies" do exist and are operational in all cases and where detention has been inappropriately applied are even more pronounced.

Mr. Thomas R. Hughes summarizes several of his concerns by stating that:

It is inhumane to expose youngsters needlessly to the degradation that accompanies secure custody. It is inhumane to place the child in an atmosphere in which delinquent skills are likely to be learned. And so long as detention facilities continue to accommodate these kinds of youngsters, the community will provide little in the way of suitable alternatives.¹

One further concern involves a complex process, the dynamics of which do not allow for detailed discussion within the context of this paper. Let it suffice to say that inappropriate detention has the potential of coercive behavior change which, in the long run, is self-defeating and counterproductive. The writings of Julian Rotter and Peter Smith, among others, substantiate this concern.

DETENTION USAGE

Dr. Rosemary C. Sarri's article, "The Detention of Youth in Jails and Juvenile Detention Facilities", reveals somewhat alarming figures nationally. Pointing to an average daily detention population of 13,000 youth, she concludes that "more juveniles are held in juvenile detention than in jails or lock-ups". Dr. Sarri finds that these statistics "indicate clearly that many children are detained who do not require detention".²

It is estimated that, as an average, thirty-five percent (35%) of the Court caseload are detained nationally.³ The National Council on Crime and Delinquency have recommended, however, that no more than ten percent (10%) of the court caseload require detention at any time.⁴ In 1974, the rate of detention throughout West Virginia was thirty-two percent (32%). The detention rate by categories was as follows:⁵

- 45% - Status Offenses
- 37% - Conduct Offenses
- 22% - Offenses Against Property
- 18% - Offenses Against Persons

Clearly, these figures are basis for concern considering the inverse nature of their ranking order.

Sherwood Norman warned that, "excessive detention is like drug addiction: the greater the use, the harder it is to stop".⁶ This warning, issued in 1960, is equally valid today.

What emerges is the unfortunate conclusion that the concept of detention is generally misunderstood and inappropriately applied. Nowhere does the literature imply the feasibility of detention as a therapeutic treatment program in the classical sense although detention is designed to produce results of a therapeutic nature. The difference can be demonstrated by the rationale of the intake decisions. If the trends sited above are to be minimized or reversed, the need to control intake is of paramount concern.

INTAKE CRITERIA DEFINED

For the purposes of this discussion, intake criteria is defined as the legal and/or situational (behavioral) circumstances which must be present before a child is accepted into a detention center. While certain procedural policies are implied, it is not the purpose of this discussion to design all such procedural or administrative policies.

CONSIDERATIONS

The recommendations for criteria herein contained have attempted to reflect the following factors:

- (1) security and population control features of detention facilities,
- (2) detention as an alternative to jail holding,
- (3) the short term nature of detention,
- (4) relationship to the Court,
- (5) population for whom programs within detention offer the greatest potential,
- (6) existing practice, and
- (7) standards and guidelines prepared by professionals in the field of juvenile justice.

RELATED LITERATURE

The West Virginia Code provides few, if any, specific guidelines in the area of detention intake criteria.⁷ Chapter 49, Article 5, Section 15 states that no child under the age of 16 shall be committed to a jail or police station except those over 14 who have been committed to a correctional institution and are awaiting transportation. Further restriction is found in Chapter 28, Article 1, Section 4 which prohibits any male under the age of 16 from being placed in jail while awaiting transportation. Similarly, Chapter 28, Article 3, Section 6 prohibits the jailing of any female committed to the industrial home. No age stipulation is found in this statute. Chapter 49, Article 5A, Section 2 states that "A child who has been arrested or who under color of law is taken into custody of any officer or employee of the State or any political subdivision thereof shall be forthwith afforded a hearing to ascertain if such child shall be further detained... It shall be the duty of the judge or referee to avoid incarceration of such child in any jail". Chapter 49, Article 5A, Section 3 requires the entry of an Order stating the conclusion of that hearing. If ordered by a referee, a second hearing on the question of further detention shall be held within two days by the Court. Any Order entered by the Judge shall continue in effect until modified.

The Legislative Guide for Drafting State-Local Programs on Juvenile Delinquency, Section 24, recommends that no detention

care be provided unless ordered by the Court or unless it is found, by the Intake Officer (referee), to be necessary to protect the person or property of the child or others or to secure the presence of the child at the next Court hearing. This Guide loosely implies that the administrative agency providing detention care should adopt and administer detention intake criteria in cases where the Court has not ordered detention care initially. Decisions of the agency are subject to review by the Court during the detention hearing.⁸

The National Council on Crime and Delinquency has formulated recommended intake criteria. Because of NCCD's reputation for professionalism and progressive policies, it is the hope of the Department of Welfare to use these recommendations as the basis of its detention intake criteria. Therefore, copies of these recommendations are attached.⁹

Recognizing the need to redefine the population for whom detention is appropriate and attempting to limit that population, the Special Task Force on Correctional Standards recommended that:

No child should be placed in any detention facility unless he is a delinquent or alleged delinquent and there is a substantial probability that he will commit an offense dangerous to himself or the community or will run away pending court disposition. He should not be detained for punishment or someone's convenience.¹⁰

Current policy positions of the Law Enforcement Assistance Administration, funding source for the Department's detention programs, offer few specific recommendations at present. LEAA's policies are expected to be impacted from two sources:

- (1) The Juvenile Justice and Delinquency Prevention Act of 1974, administered by LEAA, would compel states receiving monies under the Act to remove "status" offenders from traditional correctional type facilities including jails and detention centers. This stipulation was one factor cited by the Governor's Committee on Crime, Delinquency and Corrections for non-participation by the State of West Virginia in the Juvenile Justice and Delinquency Prevention Act Program.¹¹
- (2) The Juvenile Justice Seminar, Williamsburg, Virginia, was an attempt to develop specific intake criteria for detention programs among others. Forty-two professionals recommended specific criteria which, if adopted by LEAA, would serve as a condition for detention funding from that source. Department staff were invited and participated in this seminar; the concerns identified by that group are incorporated in the recommended policies.

Lastly, a bibliography of other intake source material is attached for further reference.

EXPLANATION

The detention intake criteria herein contained have been developed for review and adoption. The parenthesized letters following each policy component indicate specific reference to the following material:

- A. West Virginia State Code
- B. Legislative Guide for Drafting State-Local Programs on Juvenile Delinquency
- C. Current Policies, Law Enforcement Assistance Administration
- D. Juvenile Justice and Delinquency Prevention Act, 1974
- E. Policy Recommendations, Juvenile Justice Seminar, Williamsburg, Virginia
- F. Standards and Guides for the Detention of Children and Youth, National Council on Crime and Delinquency
- G. Special Task Force on Correctional Standards

RECOMMENDED DETENTION INTAKE CRITERIA

Detention centers operated by the West Virginia Department of Welfare are designed and staffed to provide secure custody of youth between the ages of 12 and 18. Referrals will be accepted for admission from the Court or its duly appointed representative, law enforcement officials or other duly appointed and legally recognized officials such as probation or parole officers under the following conditions:

1. Any child when so ordered by the court (A, B).
2. Youth will be accepted for admission upon referral by Court and/or law enforcement officials when youth:
 - A. are accused of acts of delinquency which violate the criminal code (A, B, C, D, E, F, G), and
 - B. appear likely to commit an additional offense which would present a clear and present danger to himself (B, E, F, G), or
 - C. appear likely to commit an additional offense which would present a clear and present danger to the community (B, C, E, F, G), or
 - D. is almost certain to flee the jurisdiction of the Court prior to disposition of the case, or who must be held for another jurisdiction (B, E, F).
3. It shall be the duty of the Judge or duly appointed court referee to determine that detained youth meet the above conditions (A, B, C, E, F). In their absence, it shall be the duty of the Detention Director or Supervisor to determine compliance (B, C, E, F).
4. Unless accompanied by an Order of the Court at admission, all detained children shall receive a forthwith hearing on the question of further detention (A, E, F). If the initial hearing is held by a court referee, a second hearing by the Court shall be held within two days on the question of further detention as stipulated in §49-5A-3 of the Code (A).
5. If detention is requested by a law enforcement officer under the above cited conditions (item 2), the law enforcement officer must also:

- A. advise the youth of the charges being made against him/her (C, E), and
 - B. advise the youth of his/her constitutional rights under the Miranda Ruling (C, E), and
 - C. indicate his intention to obtain a delinquency petition as soon as possible after detaining the youth (E).
6. Youth who are intoxicated or under the influence of drugs will be accepted only if, in the judgement of the Center Director or Staff-in-charge, the child:
- A. cannot be controlled, or
 - B. cannot or will not give information concerning home address or name of parents or guardian.

If, in the judgement of the Center Director or Supervisor, the child is in need of medical attention, admission will be denied unless and until a note certifying that the child is physically fit to be detained is obtained by the referring authority from a hospital or physician.

7. It will be the policy of detention centers operated by the Department of Welfare to discourage the admission of youth accused of running away or incorrigibility (D, E, F, G). Youth accused of such offenses will not be accepted for admission unless:
- A. accompanied by an Order of the Court directing admission, or
 - B. the child meets the above mentioned criteria (item 2), or
 - C. in the case of running away;
 1. the youth is from a distant community outside the region served by the center, or
 2. the whereabouts of the parents or guardian cannot be determined within a reasonable length of time.

Youth accepted under these conditions must be afforded hearings as previously described in item 4.

8. No youth will be admitted under the following conditions:
- A. the youth is charged with school truancy (B, D, E, F, G)

- B. youth held for police or social investigations (B, D, E, F, G)
- C. dependent, neglected and non-delinquent emotionally disturbed youth (B, D, E, F, G)
- D. youth for whom detention is employed solely as a corrective or punitive measure (B, D, E, F, G)
- E. psychotic youth who need clinical study and treatment (B, D, E, F, G)
- F. youth who are material witnesses unless secure custody is ordered by a court for their own protection (F)
- G. no child will be admitted if the child is in need of medical treatment at the time of admission.

FOOTNOTES

¹Thomas R. Hughes, "Humanizing the Detention Setting", Federal Probation, p. 21.

²Rosemary C. Sarri, "The Detention of Youth in Jails and Juvenile Detention Facilities", Youth Reporter, p. 7.

³IBID.

⁴National Council on Crime and Delinquency, Standards and Guide for the Detention of Children and Youth, p. 18.

⁵Statistics taken from the West Virginia Department of Welfare, Juvenile Court Statistical Information System.

⁶Sherwood Norman, Detention Practice, p. 10.

⁷West Virginia Code, Chapter 49, Article 5, Article 5A, Chapter 28, Article 1, Article 3.

⁸Youth Development and Delinquency Prevention Administration, Legislative Guide for Drafting State-Local Programs on Juvenile Delinquency, pp. 14-18.

⁹Taken from National Council on Crime and Delinquency, pp. 15-17.

¹⁰Quoted in Hughes, p. 22.

¹¹Gerald S. White, January 6, 1976, Memorandum to the Supervisory Board, Governor's Committee on Crime, Delinquency and Corrections.

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Youth Development and Delinquency Prevention Administration
Legislative Guide for Drafting State-Local Programs on Juvenile Delinquency, Washington: Government Printing Office.

West Virginia Code, Chapter 49, Articles 5 & 5A; Chapter 28, Articles 1 and 3

West Virginia Department of Welfare, Juvenile Court Statistical Information System, 1975.

White, Gerald S., Memorandum to Supervisory Board of the Governor's Committee on Crime, Delinquency and Corrections, January 6, 1976.

Child apprehended for delinquency should be held for the juvenile court when, after proper intake interviews, it appears that casework by a probation officer would not enable the parents to maintain custody and control, or would not enable the child to control his own behavior. Such children fall into the following groups:

(a) Children who are almost certain to run away during the period the court is studying their case, or between disposition and transfer to an institution or another jurisdiction.

(b) Children who are almost certain to commit an offense dangerous to themselves or to the community before court disposition or between disposition and transfer to an institution or another jurisdiction.

(c) Children who must be held for another jurisdiction; e.g., parole violators, runaways from institutions to which they were committed by a court, or certain material witnesses.

In certain unusual cases nondelinquent material child witnesses may have to be detained for adult courts (see Nos. 5h and 15). Occasionally, children who require secure custody may be given overnight detention care as a courtesy to officials who are transporting them across a large state or from one state to another. The detention of nondelinquent material witnesses is under study.

5. Children Who Should Not Be Detained

Children should not be detained for the juvenile court when, after proper intake interviews, it appears that casework by a probation officer would be likely to help parents maintain custody and control or would enable the child to control his own behavior. Such children and others who should not be detained fall into the following groups:

(a) Children who are *not* almost certain to run away or commit other offenses before court disposition or between disposition and transfer to an institution or another jurisdiction.

Included in this category are children involved in delinquency through accidental circumstances, and those whose parents can exercise such supervision that, even without casework service (except that incidental to social investigation), there would be little likelihood of repeated offense pending court disposition.

(b) Neglected, dependent, and nondelinquent emotionally disturbed children, and delinquent children who do not require secure custody but must be removed from their homes because of physical or moral danger or because the relationship be-

tween child and parents is such that it is in the best interest of the child.

Detention should *not* be used as a substitute for shelter care.

(c) Children held as a means of court referral.

Detention should *not* be used for routine overnight care. Release of parents after twenty-four or forty-eight hours usually indicates that the child would not have been detained had effective court intake procedure functioned earlier.

(d) Children held for police investigation or social investigation who do not otherwise require secure custody.

Detention should *not* be used as merely a convenient way to hold a child for an interview, or for an investigation into his unsubstantiated connection with other offenses, or to facilitate the apprehension of suspected accomplices unless he himself is involved and the situation is serious.

(e) Children placed or left in detention as a corrective or punitive measure.

Other state or local facilities should be used for corrective purposes. The court should not permit a case to be "continued" in order to "teach the child a lesson." Detention should *not* be used as a punishment or as a substitute for a training school.

(f) Psychotic children, and children who need clinical study and treatment and do not otherwise need detention.

Detention should *not* be used as a substitute for a resident clinic study and treatment center.

(g) Children placed in detention because of school truancy.

Truancy is a school problem which should be handled in the school system through social services and special classes or schools when necessary. The court should cooperate with the schools, but detention should *not* be used as a control for truancy.

(h) Children who are material witnesses, unless secure custody is the only way to protect them or keep them from being tampered with as witnesses.

Normally, if a child material witness must be held, he should be held to a shelter facility.

SUPPLEMENTAL

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A STUDY OF JUVENILE DETENTION
IN THE EIGHT SOUTHERN
WEST VIRGINIA COUNTIES OF:

FAYETTE

GREENBRIER

McDOWELL

MERCER

MONROE

RALEIGH

SUMMERS

WYOMING

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Division of Social Services
W. Va. Department of Welfare

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I. INTRODUCTION

I. INTRODUCTION

As a Social Worker with the Department of Welfare of West Virginia since 1962, I have often heard the cry for help in the form of deviant behavior - asking for help with his problems and realizing no help because the frustrated parents do not know what to do with the problem child. I have seen services being given to the child on a chance, haphazard, splintered basis and judges with no alternatives other than juvenile penal institutions to which to send the youth. I have seen agency after agency refer the child to still another agency because they did not know what to do to help. I have sought information about children and that needed information was not available. I have seen youth locked up with adults because there was no other place for them. I have seen youth mistreated by authorities because the authorities lacked the skill and knowledge needed to cope with the problems.

At this time in West Virginia, all but nine of the fifty-five counties use adult facilities to incarcerate or detain youth who are in conflict with the law. These facilities are generally lacking in the supervision needed to deal with youthful offenders, the physical facilities are poor, and the programs needed for youth rehabilitation are usually non-existent. Each county does its own detaining in a non-uniform way.

This report will focus on eight counties located in the Southern part of West Virginia in relation to the present facilities for the detention of youth. It will also attempt to offer alternatives to the present juvenile justice system. The counties included in this study are Fayette, Greenbrier, McDowell, Mercer, Monroe, Raleigh, Summers and Wyoming.

II. BACKGROUND INFORMATION

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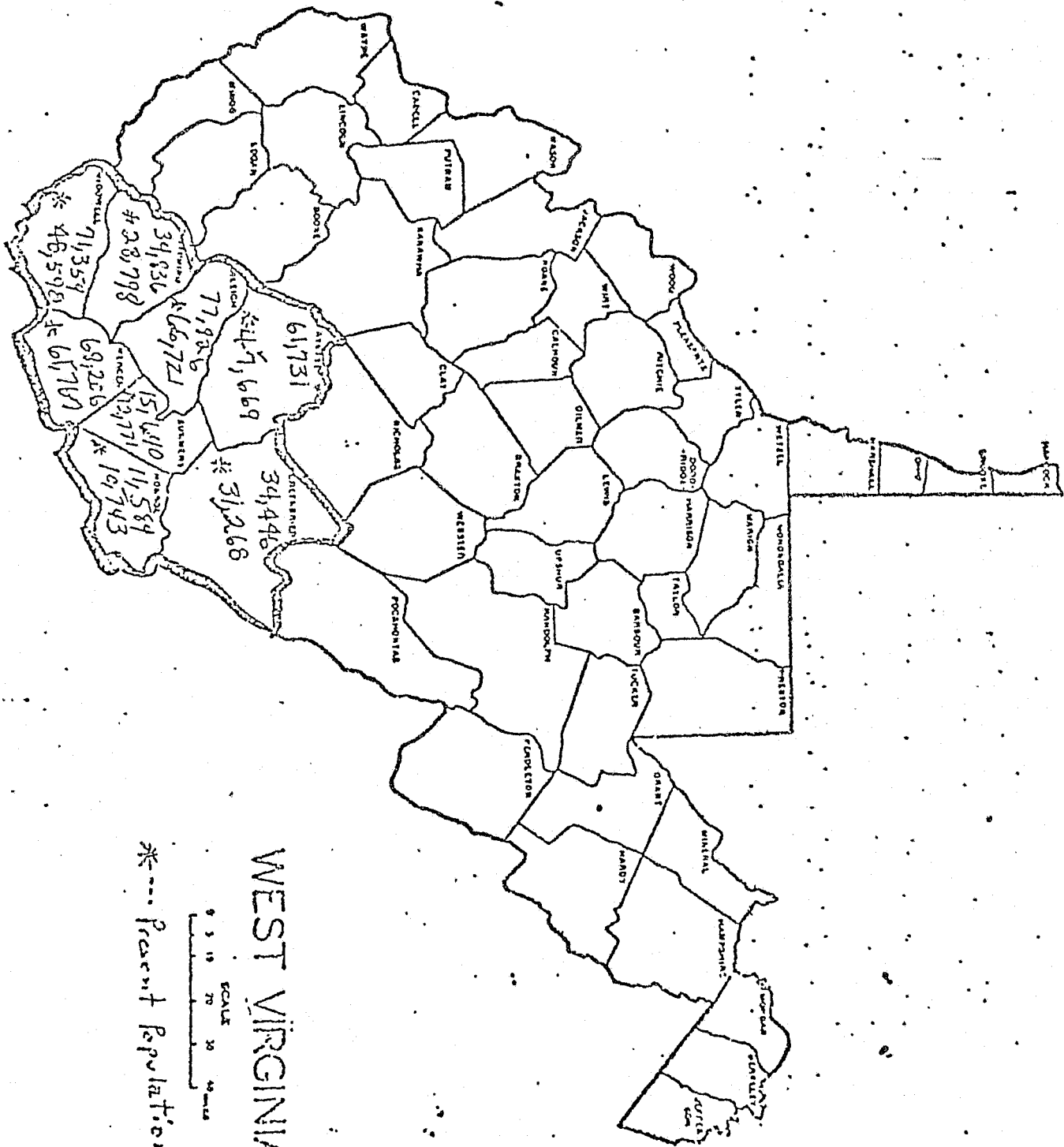
The surveyed area is primarily rural; having as its prime products farming, coal mining, railroading, lumber and the delivery of services.

Transportation in the area has been restricted to primary and secondary roads which have been in need of upgrading for some time. At this time, four-lane highways are in the construction stage or are in the near-future planning stage in Mercer, Raleigh, Greenbrier and Fayette Counties.

Three colleges are located within the boundaries of the surveyed area. These are Bluefield State College, Bluefield; Concord College, Athens; and Beckley College, Beckley. Because of these institutions, the inhabitants of the towns where they are located and the surrounding areas are able to secure a quality education for a nominal fee, and the entire area uses the educational resources to its advantage.

The map on the following page, showing the eight counties surveyed in the Southern part of the State, sets forth the 1960 and 1970 census figures by county.

The accompanying charts show the full population breakdown and the degree of increase, decrease, and percent of change. Presently there has been a decrease in the overall population of the surveyed area and there are approximately 67,985 youth in the area under the age of eighteen (ages 10 to 19).



WEST VIRGINIA

* Present Population
 SCALE 0 5 10 20 30 40 Miles

WEST VIRGINIA POPULATION CHART FOR 8 SOUTHERN COUNTIES

COUNTY	POPULATION		INCREASE	DECREASE	PERCENT OF CHANGE
	1960	1970			
FAYETTE	61,731	47,669	0	14,062	-23.1
GREENBRIER	34,447	31,268	0	3,179	- 6.8
MERCER	68,206	61,767	0	8,206	- 7.3
MCDOWELL	71,359	48,598	0	29,761	-29.0
MONROE	11,584	10,743	0	841	- 2.7
RALEIGH	77,826	66,721	0	11,105	-10.0
SUMMERS	15,640	12,771	0	2,869	-15.5
WYOMING	34,836	28,798	0	6,038	-13.4
8	375,629	308,335	0	86,061	-13.1

16 10 1/2

POPULATION CHART -- AGE 18 AND UNDER, BY COUNTY

COUNTY	PERCENTAGE	
FAYETTE	34.1	
GREENBRIER	33.1	POPULATION OF AREAS SURVEYED - 308,295 PERSONS OF ALL AGES
MCDOWELL	39.3	
MERCER	31.9	AVERAGE NUMBER OF YOUTH IN THE SURVEYED
MONROE	29.7	REGION - 18 YEARS OLD AND UNDER - 34.6% 106,670
RALEIGH	33.8	
SUMMERS	32.3	NUMBER OF ARRESTS IN SURVEYED AREA, AGE
WYOMING	40.1	18 AND UNDER - 834

III. METHODOLOGY

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The information presented in this study was acquired by personal interviews with judges, court and probation staff, looking at records of arrest by law enforcement officers, detention, court hearings, and disposition records, etc. Records were either made available to us to use as we needed or the information was gathered and given to us by the various agencies and institutions serving youth.

There were limitations to the study in that large areas had to be covered in the survey in a limited time, and also because the record keeping of the various units supplying information was grossly incomplete and their methods were inconsistent. Also, a lack of cooperation in sharing the information for the survey was experienced in several areas. There was a failure on the part of most of the arresting officers and the detention facilities to record pertinent information which would have been valuable to this study.

IV. CONCLUSION

IV. CONCLUSION

While seeking the data for this study and talking to a large segment of the communities involved, we find that a high interest is maintained in the area in regard to juvenile detention. Interest and involvement has come from the various social and service organizations, educators and their institutions, law enforcement personnel, judges, news media and the public at large.

We conclude that the detention rate in the area indicates that a ten bed facility would be utilized at least 78 percent of the capacity of the Regional Detention Center, and at other times more. The average stay in jail for the youth in the area was 5.8 days per child. At least 40 percent of the youth detained were held for two days or less which would indicate that the majority of them could have been returned to their homes or relatives or other responsible persons if better intake services had been available, such as the Regional Detention Center would provide.

There do not seem to be adequate facilities in the eight county area that would be suitable for renovation to be used as a Regional Detention Center. Therefore a facility would have to be built. This would allow for the building of the Center around the proposed program.

Interest is quite high in each of the eight counties for a holding facility for youth other than the jail, and we feel confident that the Regional concept would be acceptable to the majority of the counties.

The Mercer County involvement in establishing this youthful need has gone to the point where the recent Grand Jury has recommended to the County Court that positive action be taken in providing this need.

I would recommend that this office contact representatives of each county involved, presenting to them the advantages of the Regional concept in contrast to each county trying to provide this service alone.

Since Mercer County has already recognized the need and is anxious to take action, I feel we should contact them as soon as possible and try to sell them on the Regional Detention concept, and offer to staff the facility if they will invest in such a project.

Another possibility would be for this agency to support Mercer County in their quest for a county facility by providing technical knowledge as the staffing of the center. With this approach, we would suggest that the other seven counties wishing the services that the center would provide, purchase these services from Mercer County.

We conclude that the data gathered shows that there is a real need for a juvenile center to be established in Southern West Virginia at this time.

V. STATISTICAL FINDINGS

V. STATISTICAL FINDINGS

The information secured was acquired during the months of August and September, 1972, and focused on youth detained from June, 1971, to July, 1972.

The findings show that over 2800 child care days were spent in the area jails by over 595 youth who were detained there. The number of male arrests outnumber the female arrests by about four to one. The average age of detained youth is 15 years.

An earlier survey of jail facilities made by the West Virginia Governor's Committee on Crime, Delinquency and Correction revealed that over 95 percent of the holding facilities for youth in the state are inadequate.

Within the area there are several child care facilities: The West Virginia Forestry Camp at Leckie; The Davis Stuart Home, Inc., Lewisburg; The Methodist Children's Home, Beckley; and the Davis Stuart Group Homes in Bluefield and Beckley.

At one time Fayette County possessed an Attention Home which served as an alternative to jail detention of children, but that home is no longer in existence. Presently, no facilities are available for detaining youth in the surveyed area other than the jails.

County	Youth in Jail	Number of Days	Average Stay
Wyoming	46	51	1.11
Mercer	226	968	4.20
Raleigh	119	548	4.60
Monroe	10	15	1.50
Summers	9	132	14.70
Fayette	62	262	4.22
Greenbrier	78	324	4.10
McDowell	45	554	12.20
Regional Total	595 <u>63</u> 533	2854 <u>266</u> 2592	5.8 Average

Average age of Youth in Court during Period of
July, 1971 - June, 1972 - By County

<u>Counties:</u>	<u>Age:</u>
Fayette	14.1
Greenbriar	16.0
McDowell	16.9
Mercer	14.2
Monroe	16.4
Raleigh	14.2
Summers	
Wyoming	<u>14.1</u>
 Average Age:	 15.1

Court Cases in Surveyed Area by Sex

<u>Counties</u>	<u>Male</u>	<u>Female</u>	<u>Total</u>
Fayette	349	110	459
McDowell	53	0	53
Greenbriar	53	19	72
Summers	8	1	9
Monroe	9	1	10
Wyoming	72	11	83
Raleigh	86	33	119
Mercer	200	26	226
Total	830	201	1031

Note: The Fayette County figures include approximately 52 children who received services in the County, Attention home and some foster care facilities in the area.

COUNTY	Offi. Prob.	Unoffi. Prob.	Commit. to Juv. P. Inst.	Commit. Mental Health	Job Corps	Rel. Prob.	Rel. to Pts. or Rel.	Pending	No Rec. of Disp.	Group Home	Foster Care	Case Dis.	Other Child Care Inst.	Attention Home
Fayette	131	58	47			175								
Greenbrier			16			5	1							
McDowell	3		6			7		5	32					
Mercer	52		37	13				8						
Monroe	6	2	2											
Raleigh	1		5					1		1	14	1		1
Summers	4		1				2		3			1		
Wyoming	4	15	2		1	1		2						

DISPOSITION OF CASES BY COUNTY

Note: The records in the surveyed area showed either few notations of case disposition or no record at all of the disposition of the case.

CHARGES AGAINST JUVENILES IN THE SURVEYING AREA

	McDowell	Greenbrier	Summers	Monroe	Wyoming	Fayette	Raleigh	Mercer	Total
Escape Forestry Camp	14								14
Intoxication	7	4	1		17	21		17	67
Rape	2								2
Warrant	1								1
Unfit for Forestry Camp	2								2
Committed to B. I. S.	5								5
Petit Larceny	1	1	1			6	1	38	48
Road Violation	2					2			4
Auto Theft	1				1	22	1	8	33
Breaking & Entering	5	11		6	16	63		60	161
A.W.O.L.	1								1
Shoplifting	2				3	6		52	63
Contributing to the Delinquency of a Minor	1					3			4
Permitting unlicensed person to operate vehicle						1			0
Assault and Battery	3	2			2	49		33	89

Charges Against Juveniles in the Surveying Area

	McDowell	Greenbriar	Summers	Monroe	Wyoming	Fayette	Raleigh	Mercer	Total
No Charge			1		7				8
Violation of Curfew					1	3			4
Reckless Driving					1				1
Disturbing The Peace					1				1
Entering Without Breaking					3	5			8
Unarmed Robbery							2	1	3
Glue Sniffing						6			6
Left Home Without Permission						35			35
Possession of Alcoholic Bev.						2			2
Possession of Drugs						12		1	13
Drug Usage								2	2
Neglected & Abused Children						48			48
Abandoned by Mother						1			1
Incapable Mother						1			1
Defective Auto						1			1
Trespassing						3			3
Accessory to Grand Larceny						2			2
Mini Bike Disturbance						2			2

Charges Against Juveniles in the Surveying Area

	McDowell	Greenbriar	Summers	Monroe	Wyoming	Fayette	Raleigh	Morcer	Total
Mental Illness	1				3				4
Incorrigible	1	3		1	66	4	46		121
Parole Violation	1	4	1	2					8
Theft	1				6	32			39
Grand Larceny	1	6	2			6		20	35
Runaway		19		2	6	17	13+		57
Escape-B.I.S.-Anthony, W. Va.		2							2
Parentally Warrant		1							1
Destruction of Property		1		3	15		15		34
Escape from Leckie Forestry Camp		1							1
Illegal Drug Racing		3			1				4
Misdemeanor		2							2
Vagrancy		3							3
Truancy		1			15	34	3		53
Felony		1							1
Delinquent		2				6			8
Fighting		2				7			9
Improper Registration		1							1
Vocational Rehabilitation			1						1
Protective Custody			1						1

Alternatives for the Care and Treatment of Delinquent Children

Foster Care

Reflected, abused, abandoned, or delinquent children

Longer term
6 months or more

Attention Home Care

Less serious delinquent problems - children who cannot be returned to their parents, relatives, or foster home until Juvenile Court hearing is held. Children in need of close supervision but not secure detention.

Short term up to 30 days while awaiting adjudication

Regional Detention Facility

Children who may harm themselves, harm others, or run away. Children in need of secure detention with close supervision.

Short term until adjudication by Juvenile Court

Probation

Child referred to parent, relative, or foster home and supervised by probation officer.

Long term
up to 2 years

Small Group Home

Children adjudicated as delinquent, children who placed in residential care by Juvenile Court, children who placed in residential care by State Department of Welfare.

Long term
up to 2 years
Residential Facility

Institutionalization

Children who are severely delinquent, children who are severely delinquent, children who are severely delinquent.

Long term
up to 2 years

SOUTHERN REGIONAL DETENTION CENTER

QUARTERLY REPORT

ENDING SEPTEMBER

1976

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SOUTHERN REGIONAL DETENTION CENTER

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PREFACE

SOUTHERN REGIONAL DETENTION CENTER

The Southern Regional Juvenile Detention Center was conceived by its originators to be a secure, short term holding facility "whose central purpose is to provide adequate housing and care for juveniles awaiting disposition by court authorities." Furthermore, it was intended that the detention experience of each youth be "enhanced by services and activities of a positive nature." To a large extent the Center has, in fact, become that which its founders envisioned. As with all such projections, however, a process of growth and maturation, precipitated by the pressures of daily experience and necessity, has in some instances given birth to new and sometimes unforeseen policies and activities. It is, therefore, the purpose of this report to detail the daily activities and overall policies which have so far evolved from the inception to the present date.

INTAKE CRITERIA

5. If detention is requested by a law enforcement officer under the above cited conditions (Item 2) the law enforcement officer must also:
 - A. Advise the youth of the charges being made against him/her, and
 - B. Advise the youth of his/her constitutional rights under the Miranda Ruling, and
 - C. Indicate his intention to obtain a delinquency petition as soon as possible after detaining the youth.

6. Youth who are intoxicated or under the influence of drugs will be accepted only if, in the judgment of the Center Director or Staff-in-Charge, the child:
 - A. Cannot be controlled, or
 - B. Cannot or will not give information concerning home address or name of parents or guardian.

If, in the judgment of the Center Director or Supervisor, the child is in need of medical attention, admission will be denied unless and until a note certifying that the child is physically fit to be detained is obtained by the referring authority from a hospital or physician.

7. It will be the policy of detention centers operated by the Department of Welfare to discourage the admission of youth accused of running away or incorrigibility. Youth accused of running away or incorrigibility will not be accepted for admission unless:
 - A. Accompanied by an Order of the Court directing admission, or
 - B. The child meets the above mentioned criteria (Item 2) or
 - C. In the case of running away:
 1. The youth is from a distant community outside the region served by the center, or
 2. The whereabouts of the parents or guardian cannot be determined within a reasonable length of time.

Youth accepted under these conditions must be afforded hearings as previously described in Item 4.

8. No youth will be admitted under the following conditions:
 - A. The youth is charged with school truancy,
 - B. Youth held for police or social investigations,
 - C. Dependent, neglected and non-delinquent emotionally disturbed youth,
 - D. Youth for whom detention is employed solely as a corrective or punitive measure,
 - E. Psychotic youth who need clinical study and treatment,
 - F. Youth who are material witnesses unless secure custody is ordered by a Court for their own protection,
 - G. No child will be admitted if the child is in need of medical treatment at the time of admission.

RIGHTS
OF
CONFINED
JUVENILES

RIGHTS OF CONFINED JUVENILE

The following guidelines have been instituted as policies at the Southern Regional Detention Center. These guidelines reflect the most current legal thinking regarding the rights of confined persons.

Mail Censorship-Incoming

- A. Mail from the court or an attorney cannot be opened unless there is probable cause to believe it is not genuine. If probable cause is present, such mail can be opened only to determine its legitimacy. Once the legitimacy is determined, it must be handed over to the child.
- B. Mail from any other source can be opened to check for contraband items. The following procedures are to be followed:
 1. It must be opened in front of the child.
 2. It cannot be read--merely shaken--to insure that it is free of contraband and handed to the child.
 3. If probable cause exists to believe that the letter contains information about an escape or serious crime, the letter may be read in front of the child. If no such plan is discussed, the letter must be handed over. If such a plan is discussed, the letter will be placed in the youth's file and returned upon discharge.
 4. Youth must be advised of staff actions and reasons for opening, reading, or withholding mail.

Mail Censorship- Outgoing

Youth detained at the Southern Regional Detention Center are permitted and encouraged to send mail to relatives or friends. Writing materials and free postage stamps are provided any youth in detention.

The Center has the right to censor any outgoing mail. There should be specific and supportable reasons for such censorship which are to be explained to the youth.

Packages

The Center has the right to search packages as thoroughly as necessary, but only to insure freedom from contraband.

Reading Materials

The Southern Regional Detention Center provides library space and reading material for all detained youth. It is hoped that an agreement can be made with local libraries for additional reading material.

Confined youth have the right to their own reading material subject to limits set by the Center. This reading material may be kept in the individual's room unless the amount exceeds the available space or could present opportunity for concealing contraband, pose a noticeable nuisance or present a fire hazard.

Reading material belonging to the Center shall be returned to the library every morning.

Censorship

Reading material not approved by the local library (Princeton Public Library) as proper for that age group can be withheld.

Adequacy

Detained youth will be provided sufficient educational material to keep abreast of current affairs.

Religion

The Southern Regional Detention Center will attempt to honor any request by any youth for religious services.

Food

All meals provided by the Center are based on a planned dietary program which has been approved by the Mercer County Health Department.

There is no obligation, short of medical needs, to provide an alternate diet.

Confined youth have the choice not to eat certain foods. All youth are encouraged to finish all foods which they have selected.

Access to Visitors

1. Legal Representatives

- A. Private interviewing areas are provided for the purpose of visits to any youth detained at the Center.
- B. Lawyers may visit with their client during regular business hours. Detained youth at the Center will be available at any time for visits by attorneys.
- C. The duration of the visit by attorneys will be unlimited and will be in private.

11. Family

- A. The families or legal guardians of detained youth at the Center are provided with reasonable access to their children. Daily family visitation hours are between 6:00 P.M. and 8:00 P.M. each day.
- B. Private visitation rooms are provided for this purpose.
- C. Length of visitation periods are as follows:
 - 1. Parents or legal guardians- thirty minutes
 - 2. Others in immediate family- fifteen minutes

111. Friends (Others)

Detained youth at the Center are permitted visits by their immediate family only. No friends of the family or other youth will be allowed visitation rights. This is subject to exception as approved by the Director.

IV. Registration of Visitors

All visitors must register and be signed in by a member of the staff. They are required to leave personal items such as purse, cigarettes, lighters or matches at the main desk to be returned to them as they leave the Center.

The registration log sheet contains visitors name, child visited and the time they left, and the initials of the staff member who admitted the individual (See enclosed form).

Telephone

1. Legal Representatives

- A. Detained youth are provided unlimited, free, private telephone calls of reasonable duration to their attorney. Such calls may be restricted if there is clear evidence to suggest that blatant abuse of the opportunity is occurring.

11. Family (Others)

- A. Detained youth are provided access to a telephone for personal (non-attorney) during "reasonable" hours of the day & evening.
- B. In case of long distance calls to family or friends the child is provided one free call and all others must be made collect.
- C. All calls should be in private and limited to a "reasonable" duration.
- D. Such calls may be restricted if there is clear evidence to suggest that blatant abuse of this opportunity is occurring.

DAILY TIME SCHEDULE

AND ROUTINE

SOUTHERN REGIONAL DETENTION CENTER

Daily Time Schedule

7:00-8:00 A.M.	Wake Up, Clean Rooms, Shower-Personal Hygiene
8:00-9:30	Group Counseling after Breakfast
9:30-11:00	Education- Yoga (Mats)
11:00-12:00	Recreation-Planned- Weight Lifting-Calisthenics (Mats) (To be implemented)
12:00-12:15 P.M.	Wash Up for Lunch
12:15-1:00	Lunch
*1:00-3:00	Arts & Crafts (Monday-Friday)
3:00-3:30	Crafts Clean Up
3:30-5:00	Free Period-Recreation
5:00-5:15	Wash Up for Dinner
5:15-6:00	Dinner
6:00-6:30	Group Discussion
6:30-9:30	Free Period-TV-Visitors-8:30 Snack-Weight Lifting
9:30-10:00	Wash Up for Bed-Personal Hygiene
10:00-7:00	Bed: Lights out 11:00 P.M.

Alternate Schedule

*1:00-2:30	Free Period
2:30-4:30	Arts & Craft (Monday-Friday)
4:30-5:00	Crafts Clean Up

Weekend

Bedtime 11:00 Lights Out 12:00

Saturday

Sunday

Religious Services

NOTE:

6:45 A.M.	Houseparent's Log & Staff Report
2:45 P.M.	Shift Supervisor's Log & Staff Report
10:45 P.M.	Shift Supervisor's Log & Staff Report

DAILY ROUTINE

The day begins by waking youths, followed by a shower. If desired, shampoo and cream rinse are available. During this time each individual is checked for personal hygiene and any obvious medical problems by the Center staff. Following their shower the youths are provided deodorant and electric razor. Comb, toothpaste and toothbrush are given upon admission and kept in their rooms to be used daily.

Youths are provided clothes which have been laundered and laid out by the "eleven-to-seven" shift. The clothing provided by the Center includes blue jeans, tee shirts, underclothing, socks and tennis shoes.

After dressing, youths are responsible for the maintenance of their own rooms. These duties include: neatly making their bed, cleaning their sink and removal of books, pencils and papers.

As each youth finishes cleaning his or her room it is checked and locked by a staff member. The youths then leave the dormitory area for a nutritionally balanced breakfast served in the multipurpose room. Immediately following breakfast a silverware inventory is made and each youth is responsible for his or her utensils. It is during this time that each youth is encouraged to discuss with the group any topic relevant to the child. The staff tries to zero in and stimulate conversation pertaining to any particular problems or needs they have observed with the group or with an individual. If, during this counseling session a problem or need arises that demands more intense counseling, the staff then implements "individual counseling." This involves isolation of a particular youth and staff member from the group to provide a more direct and concentrated effort of problem solving. Counseling is available to all youths at any time during the day or night.

At the present time our educational program is limited due to lack of materials and a definite program structure. Despite the absence of materials and a structured program, the staff has utilized their own resources to create a semi-functional education program. At present, our educational program includes: nature, science, historical, health and safety, vocational, and physical education sixteen millimeter films. Our program also includes the use of WSWP-TV, an educational station, and the use of games such as Scrabble, spelling bees, and Password. Occasionally, we have "value clarification" sessions and administer general opinion questionnaires. Sometimes the educational period consists of a loosely supervised reading and writing hour; youths being allowed to perform at their own pace and knowledge level.

After the educational period there is a one-hour planned recreational period. Depending on the Center population, the number of staff on duty, and the weather, the youth are usually taken outside for some type of recreation. These include: basketball, volleyball, lawn darts, football and frisbee.

When the weather does not permit outdoor activity a variety of indoor games are available to the population. These include: ping pong, pool, cards, a variety of board games. The Center is now in the process of establishing a weight lifting program and organized calisthenics as part of our recreational program. Also, several exercise mats have been ordered to be used in the exercise, weight lifting and yoga programs for education. (See enclosure regarding these programs). We will be able to report more about these at the end of the next quarter.

Lunch is served at noon, a well balanced meal being provided. During this time the children are encouraged to give thanks as well as working toward improving their etiquette.

CONTINUED

1 OF 2

After lunch the youth and staff participate in the Center's growing arts and crafts program. The program is usually provided by one of the staff members with the projects being finished within one or two craft periods. Various crafts provided include oil painting, plaster crafts, drawing, macrame, decopague and various string arts. At the present time the Center has had a Retired Senior Volunteer Program volunteer one day per week at the Center teaching various small wood working projects. Mr. Brock, our volunteer is a retired shop teacher and has given the Center much guidance in developing a wood craft program.

It is the Center's intention to recruit more volunteer help in the development of a more varied arts and crafts program.

A free period follows the crafts program in which the Center population may do what they choose. This may be reading, watching television or participating in various games and recreation. Every youth is encouraged to take part in all the scheduled activities while this period allows the individual a choice.

Dinner follows the free period and, as with breakfast and lunch, group discussion usually follows after everyone has finished. As with all meals, each child is responsible for helping to clear and clean the table.

"Free time" follows dinner and continues until bedtime. It is during this period that the children may receive visitors. When there is enough staff and weather permitting, the children are taken outside for some form of recreation. At other times the youth may watch television, read and play various games. Sometimes tournaments are held in which both the youth and staff compete.

At 8:30 P.M. a snack is provided which usually includes Kool-Aid or milk and some type of sweet or potato chips, popcorn, or cheese.

Bedtime is 10:00 P.M. during the week and 11:00 P.M. on Saturday. At bedtime the youth are encouraged to do personal hygiene. Each youth gives the staff his or her clothes so they may be laundered for the following day by the "eleven-to-seven" shift. Lights usually stay on for one hour past bedtime allowing the children a time to read. Lights are turned out at 11:00 P.M. and 12:00 P.M. respectively.

POLICIES

POLICIES

As a modern detention facility our objective is to provide secure temporary housing for delinquent youths. To enhance the detention experience with services and activities of a positive nature, we have been confronted with devising and implementing policies. Hopefully, these policies will meet the needs of the staff as well as those of the children, the community, and the Court. Our efforts to address these needs in formulating specific, consistent policies as well as beneficial and motivating programs has resulted in the policies outlined in the following pages.

POLICIES

PERTAINING

TO

EMPLOYEES

SIGN-IN SHEET

All staff members are required to sign-in as they arrive to start their shift. A form is posted at the front desk for each day and is separated for the three shifts.

Each staff member will sign their last name and the time in which they arrive for their shift of work. If during this shift, any member must leave the Center their time out must be logged as well as their destination. The time in which the person returns must be logged as well.

At the end of each shift the staff member is required to log the time in which they leave the Center.

SMOKING

Staff wishing to do so may smoke only in the front lobby of the Center. Smoke breaks are included in the thirty minute break time allowed all employees.

All cigarettes, tobacco, matches, lighters etc. shall be left in the lobby area. No staff member shall take such articles into the presence of detained youth.

These smoking regulations apply to all visitors as well as the staff at the Center.

FIRE ESCAPE PLAN

There is a well defined map plan of fire escape posted in the lobby as well as in the observation room and kitchen. The plan includes a detailed description of the staff's responsibility in case of fire (For details, see enclosure).

SCHEDULE CHANGES

Any staff member wishing a change in his or her schedule should request the change directly from the Director of the Center. Because changes can only be made by the Director, it is important that the staff pay close attention to the schedule and if desiring any particular days off, notifying the Director before the master schedule is prepared.

A staff member wishing to change a work schedule with another staff member for a particular day should discuss such change with the other party involved and then request desired change with the Director.

ABSEENTISM

In the event a staff member is unable to come to work on their scheduled day the individual should notify the Center at least two hours--preferable more--in advance of their scheduled reporting time. This enables the Center to maintain adequate coverage of personnel at all times.

Regulations concerning holidays, annual and sick leave can be found in the personnel manual of the Department of Welfare and in the State Code of West Virginia.

The following discussion of such regulations is intended to be of help to employees in using annual and sick leave and is not necessarily formal policy.

ANNUAL LEAVE

Annual leave is computed as follows:

- A. One and one-fourth days per month for less than five years.
- B. One and one-half days per month for five but less than ten years of service. Minimum charge is one hour.

Any one desiring annual leave should place a request in writing (memo) as soon as he or she knows what days are desired "off", keeping in mind the following:

1. This should be done about two weeks in advance of the requested scheduled leave. The memo should give the specific dates that the employee wishes to be off. The employee should retain one copy of the memo for a personal record and present the original to the Director.
2. The Director does have the right to refuse or cancel a requested annual leave if such leave prevents adequate staffing for the Center.
3. This formal request provides the Director with the necessary information he needs to make the schedule changes to permit the employee to take the annual leave yet still maintain an adequate staff coverage for the Center.

SICK LEAVE

Sick leave is computed as one and one-half days per month. Sick leave will be granted for the following reasons:

- A. Illness or injury on the part of the employee incapacitating him or her from duty.
- B. Death in the immediate family of the employee. This provision shall be understood to include three days.
- C. Exposure to a contagious disease and determined by his physician that the person would jeopardize the health of others.
- D. Incapacity due to pregnancy.
- E. Routine dental and medical appointments for treatment or examination.
- F. Serious illness in the immediate family requiring the presence of the employee. If over three days are required off, a physician's statement indicating the necessity of the employee's presence must be filed.

BREAKS

There are two fifteen minute breaks a day for employees. These may be taken at five or fifteen minute intervals. Houseparents will be expected to check with their shift supervisor for approval for these breaks. Shift supervisors are expected to inform houseparents when they intend to take their break. At no time should there be more than one shift supervisor or houseparent away from the security area for this purpose.

POLICIES
PERTAINING
TO
DETAINED
YOUTH
AND
EMPLOYEES

ADMISSION PROCEDURES

Upon admittance of each youth a staff member completes the necessary forms pertaining to the youth. The child then goes to the security area to shower and change into clothes furnished by the Center. He is then taken to the multipurpose room to be introduced to the other children in detention. See enclosure for further details concerning the admission package.

ADMITTANCE CLOTHING SHEET

A log sheet is kept in the store-room off the medical exam area to record the sizes of each child's clothing which he receives upon admittance to the Center. The sizes given should reflect the actual size of each piece of clothing given to the child. These include pants, shirt, underwear, bra and shoe size as well as the child's full name.

This clothing log provides the staff the information needed in the day to day maintenance of clothing provided to youth who are held at the Center.

DAILY DUTY ROSTER

It is the philosophy of the Southern Regional Detention Center that each child, as a resident of the Center, take an active and equal part in the various responsibilities which each child is assigned. These include the setting and cleaning of the table at each meal, the cleaning and storage of sports equipment and arts and craft supplies after use, the straightening of the library each day, as well as help in keeping order and cleanliness in the multipurpose area.

A daily schedule record is kept showing each duty and the name of the youth who is to complete the task.

DAILY DETENTION REPORT

A daily detention report (log) is kept for each of the three shifts. These reports are compiled in a log book which is kept in the observation area of the Center. The reports are usually prepared by the shift supervisor on duty (except the eleven-to-seven shift) and are initialed by the staff on duty during that particular shift.

The detention report contains the number of youth currently held in detention as well as the number of youth admitted or released during each shift. Also included in the report is an accurate, brief but detailed account of what has occurred during a particular shift. This includes the various activities held during the shift, visitors, unusual occurrences, as well as any information concerning individual children's behavior that should be reported to the following shift employees.

SMOKING

West Virginia Code as well as State Health Code forbids any child under the age of sixteen to smoke. The Health Code further forbids any child placed in a state operated institution from smoking. It is therefore the policy of the Southern Regional Detention Center that all youths housed at the Center will not be allowed to smoke.

BEHAVIOR OBSERVATION REPORTS

These reports are standardized form reports covering such behavior traits as truthfulness, courtesy, personal appearance, work attitudes, regard for property, acceptance of authority, attitude toward other children, acceptancy by group with notations for disciplinary action required and overall view of child's behavior at the Center. These reports

are available to the Court upon request. They are completed by the shift supervisors on duty sometime within the first eight hours after admission (excluding the eleven-to-seven shift) and every four days thereafter on a regular basis for the duration of detention of each child (See enclosed forms).

UNUSUAL OCCURRENCE REPORTS

These detailed reports are filed by the staff following incidents which merit special attention and action such as: employing the lock-up procedure, destruction of Center property, handcuffing, fights between youth and other note-worthy behavior. In writing these reports the staff is required to explain un-biasedly and accurately everything they observed preceding and following the incident, including their own actions and speech as well as the youth involved. After completion of this report, the secretary types up each handwritten original and then files them in the Unusual Occurrence file located in the front office desk.

TEMPORARY RELEASE

An accurate record will be kept of detained youth who are temporarily released from the custody of the Center. The record will show the date, name, time released and time returned as well as a description of the release including who the youth was released to and for what reason he or she was released.

SILVERWARE INVENTORY

Adequate records are kept of the amount of silverware used during each meal. A log sheet is provided for this record in the kitchen at all

times. The number of knives, forks, and spoons to be dispensed are recorded on the log sheet before being placed on the table.

After each meal there is a silverware count, preferably at the table before anyone is excused or in the kitchen immediately after the table is cleared.

This inventory will prevent any youth from taking a piece of silverware away from the table which could be used as a weapon (See enclosed form).

MEDICATION RECORD

A detailed record will be kept in the observation area of all prescribed medication given to youth detained at the Center. The record will include the date, name of medication, dosage of medication, the time at which it is given and the name of the child receiving the medicine. Staff members are required to initial the record at the time the child receives each dose of medicine.

All prescription medication is kept in the metal file cabinet in the storage area adjacent to the front lobby in order to maintain security.

LOCK-UP AND HANDCUFF

For details see enclosed policy procedure on lock-up and handcuff.

VISITORS

All visitors must register and be signed in by a member of the staff. They are required to leave personal items such as their purse, cigarettes, lighters or matches at the main desk to be returned to them as they leave the Center.

The registration log sheet contains visitors name, child visited, relationship to the child, items checked in and out, time visited and the

time they left, and initials of the staff member who admitted the individual (See enclosed Visitor Roster).

ROOM ASSIGNMENTS

Upon admittance each youth is assigned a room that will be his or hers for the entire duration of their detention.

The purpose of this form is to advise other staff members of the room or rooms that have been assigned (See enclosure).

RELIGIOUS POLICY

The Center is required by law to provide religious services upon request by any child. Thus far, no such requests have been received. However, should they be, arrangements have been made with the local Ministerial Association to provide them.

At the present time the Center does offer a bi-weekly, non-demoninational religious ceremony in which the children may participate according to their preference.

RELEASE

Detention Center youth are released by order of the Court or the West Virginia Department of Welfare. Upon release each youth signs for his personal belongings to relieve the Center of any legal responsibility (See attached admission package).

ENCLOSURES

WEIGHT LIFTING PROGRAM

PURPOSE AND GOALS: The weight lifting program will become a regular part of the Centers established recreational and physical fitness program which is provided for the entire Center population regardless of sex.

The reasoning behind the establishment of a weight lifting program is three fold:

- A. To provide another activity in the Centers developing recreational program.
- B. To provide a recreational activity which does not require the use of the outside area, especially during bad weather.
- C. To provide the Center population with an adequate, well supervised method of improving their individual physical condition and strength.

It has become evident that in an extended stay in the Center a child may gain several pounds above his normal body weight due to the lack of strong physical activity. The weight lifting program would provide a means in reducing the physical weight of a child while improving the individuals physical condition. The program would also provide another activity in the Centers recreational program which does not require going outside and one which can be done on a regularly scheduled basis.

OUTSIDE RESOURCES: It is the intention of the weight lifting program to develop some outside resources which will be able to provide expert guidance for the use of the program. The use of such resources is two fold:

- A. To provide expert supervision to the program on a regularly scheduled basis.
- B. To provide expert guidance in training Center staff in the use and development of a weight lifting program.

Possible Resources Include:

- A. Local secondary school Coaches
- B. Physical Education and Athletic Department from Bluefield State and Concord College
- C. Individuals from the Weight Lifting Club at Concord College
- D. Printed material available from local schools and barbell manufactures

SCHEDULE:

The program will be regularly scheduled activity at the Center, possibly up to three times per week and in some instances more often. It is felt that least one period would take place during the excess free time on the weekends. The exact schedule will be set later.

SUPERVISION:

The weight lifting program will be used only when adequate supervision from staff and/or outside resources are available. Depending on the Center population, the minimum of two physically capable male staff members or one qualified outside resource person and one physically capable male staff member.

Before any youth will be allowed to participate in the weight lifting program it will be the consensus of the staff on duty that the youth is in adequate physical condition. Each youth should be asked if he or she has any particular physical problem which would prevent them from participating in the program.

As with all the Center programs all youth will be encouraged to participate but under no circumstances should any child be forced to take part.

Adequate precautions will be taken to insure each youths safety while participating in the program.

Competition among the youth or between the Center staff will not be allowed. Such competition only increases the chances of someone being injured.

EQUIPMENT STORAGE:

All weight lifting equipment will be stored in the utility room adjacent to the multipurpose room.

MATS

PURPOSE AND GOALS:

Use of gymnastic mats will be a regular part of the Centers indoor recreational and physical fitness program. The mats will be used by both male and female youths. The gymnastic mats will be used to supplement the regular recreational program, particularly when the weather does not permit outside activities. The purpose of this program is two fold:

- A. To provide each youth with an adequate means of developing and improving the physical fitness of each youth.
- B. To strengthen the Centers developing recreational program.

USES:

These gymnastic mats will be used for the following:

- A. Tumbling and gymnastics
- B. Yoga
- C. Calisthenics
- D. Weight lifting program

RESOURCES FOR INSTRUCTION:

Our planned resources are:

- A. Staff
- B. Outside resources
 1. Films
 2. Concord College and Bluefield State College Instructors
 3. Local High School Physical Education Instructors
 4. Educational Television- WSWP

The mats will only be used when there are at least two (2) qualified staff members or one staff member and one qualified outside resource person available to supervise and instruct.

In each case it shall be the responsibility of the working shift to decide whether a youth is in danger of harming himself by participating in the activities. This may be ascertained by questioning each youth concerning any physical limitations or disabilities which might prevent him from participating in the activities. Furthermore, the staff should make note of those children with severe coordination problems or an obviously low level of physical fitness who might require special attention and supervision.

EQUIPMENT
STORAGE:

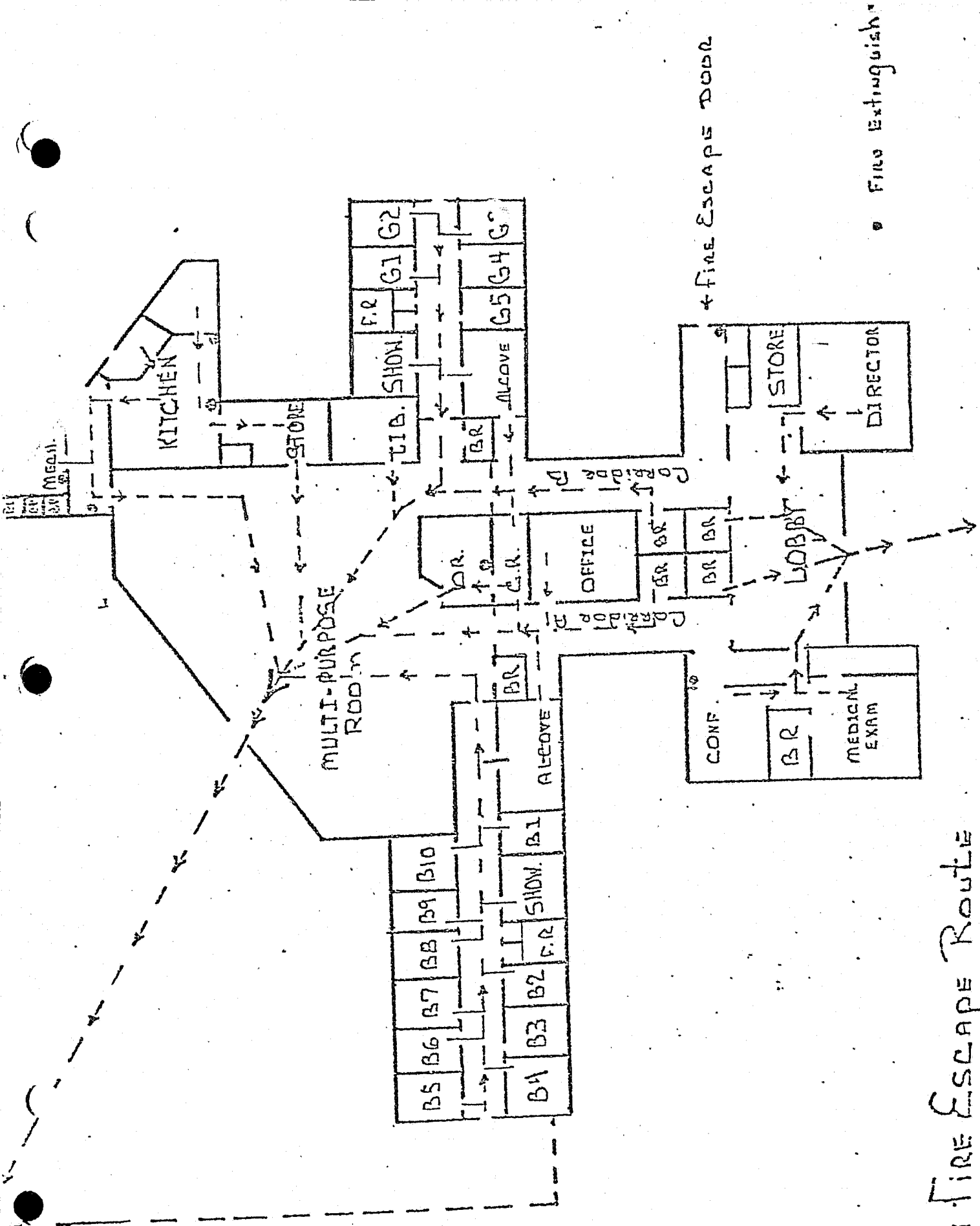
All mats will be stored in the utility room adjacent to the multipurpose room.

M A I N E S C A P E R O U T E

Everyone in the Security Area: Boys Side, Girls Side, Observation Area, Counseling Area, Kitchen, Library, Storage Rooms are to go to the Multi Purpose Room and then move outside into the fenced yard, going to the far corner at the gate.

Anyone in the Shift Supervisor's Office would go to the Multi Purpose Room, then outside. They should first check and clear both corridor and bathroom in that area before going to the Multi Purpose Room.

Anyone in the Director's Office, Secretary Area, Conference Room or Medical Examining Room should go to the Lobby and then out the front door.



Main Fire Escape Route

First Shift — 7 a.m. — 3 p.m.

HOUSEPARENTS - (2) - Each Houseparent will be responsible for their specified group (Boys or Girls). Each Houseparent will clear their groups living area, taking that group to the safety area by the appropriate escape route. After reaching the safety area a head count will be taken.

SHIFT SUPERVISOR - Shift Supervisor will be responsible for clearing the area between Corridors A & B to the Multi Purpose Room. If possible a final check of the entire Security Area, including living quarters, library, storage rooms and kitchen area. After this is completed, the Shift Supervisor should go to the Safety Area for head count reports of each Houseparent.

EXTRA SHIFT SUPERVISOR - In the event there are two Shift Supervisors on duty the above responsibility will be divided between them.

DIRECTOR AND SECRETARY - Both will be responsible for clearing the area around the lobby, including the Director's Office, storage area, medical examining room, conference room and lobby bathroom. Before leaving the building, Director will also call Fire Department.

COOK AND HANDYMAN - Each will be responsible for clearing the kitchen area, storage rooms and mechanical room before leaving.

Second Shift -- 3 p.m. - 11 p.m.

HOUSEPARENTS - (2) - Each Houseparent will be responsible for their specified group (Boys or Girls). Each Houseparent will clear their groups living area, going to the safety area by appropriate route. Upon reaching safety area a head count will be taken.

SHIFT SUPERVISOR - Shift Supervisor will be responsible for clearing the entire area between Corridors A & B to and including the lobby area. (It is doubtful that there will be anyone in the lobby area during the second shift.) Shift Supervisor will then go to the Multi Purpose Room and if possible make a final check of the entire security area. Shift Supervisor should then go to the safety area for head count by Houseparents.

EXTRA SHIFT SUPERVISOR - In the event there are two (2) Shift Supervisors on duty the above responsibility would be divided. One Shift Supervisor will be responsible for calling the Fire Department.

Third Shift -- 11 p.m. - 7 a.m.

HOUSEPARENTS - (2) - Each Houseparent will be responsible for their specified group (Boys or Girls). Each Houseparent will clear their groups living area, going to the safety area by the appropriate route. At safety area they will take a head count.

One Houseparent will be responsible for calling the Fire Department.

SOUTHERN REGIONAL DETENTION CENTER

Admission Sheet

DATE: _____

TIME: A.M. _____
P.M. _____

NAME: _____

D.O.B. _____

ADDRESS: _____

TELEPHONE _____
COUNTY _____

SCHOOL _____ GRADE _____
SEX: _____ COLOR-EYES _____ HEIGHT _____
AGE: _____ COLOR-HAIR _____ WEIGHT _____

IDENTIFYING SCARS OR MARKS: _____

PARENT OR GUARDIAN: _____

ADDRESS: _____

TELEPHONE: _____

DATE OF ADMISSION: _____ TIME: A.M. _____
P.M. _____

ADMITTED BY WHOM (ARRESTING OFFICER): _____

ADMITTING STAFF MEMBER: _____

OFFENSE: _____

AUTHORITY FOR ADMISSION:

- _____ A. Court Order-County _____ Number _____
- _____ B. Referral By Court and/or Law Enforcement Office
 - _____ 1. Delinquency Violating the Criminal Code
 - _____ 2. Likely to Commit Additional Offense Presenting A Clear and present danger to Himself.
 - _____ 3. Likely to Commit Additional Offense Presenting A Clear and present Danger to the Community.
 - _____ 4. May Flee the Jurisdiction of the Court
- _____ C. Intoxication-Alcohol-Drugs
 - _____ 1. Cannot be controlled.
 - _____ 2. Cannot or Will Not Give Information Concerning Home Address or names of Parent or Guardian.
- _____ D. Runaway-Incorrigible
 - _____ 1. Out of region served.
 - _____ 2. Parents or guardian cannot be contacted.

SOUTHERN REGIONAL DETENTION CENTER

Dear Parent or Guardian:

The following are the most frequently asked questions concerning the child while he or she is in residence at the Southern Regional Detention Center.

(1) Visiting Hours: One-half hour visiting periods daily from 6:00 P.M. to 8:00 P.M. Only parents or legal guardians are permitted to visit a child unless special permission is given by the Administrator for visitation by others. Visitors will be asked not to give anything directly to the resident nor to smoke in the presence of the resident.

(2) Phone Calls: The children are permitted, and encouraged to call home at the time he or she is first admitted. Following the first call, the child will not be permitted to call out or receive calls unless special permission is given by the Administrator.

(3) Clothing & Personal Property: While the children are in the Detention Home, they will be provided clothing and other personal care items. For this reason, we request that visitors do not bring these items to the children.

(4) Illness: If your child should become ill or get hurt, we will immediately transport him or her to one of the local hospitals for emergency treatment.

(5) Letter Writing: The children are permitted to receive mail and to write letters. They will be provided postage and stationery and their letters will be mailed by the staff.

(6) Food: The children receive three well balanced meals a day and a snack each night. We request that parents refrain from bringing the children candy, soft drinks, etc., during visitation hours.

(7) Religious Program: Upon the request of the child, a Minister, Priest, or Rabbi, of their choice, or one provided by the Princeton Ministerial Association, will be admitted to visit.

(8) Legal Counsel: The child's legal representative will be admitted to the Detention Home to discuss and prepare his or her's case for the Court.

(9) Discipline: Corporal punishment is forbidden at the Southern Regional Detention Center. The strongest disciplinary measure enforced is that of placing a child in his or her room to think about their behavior.

If you have any questions concerning your child, please feel free to call or visit The Southern Regional Detention Center during the above mentioned visiting hours.

MEDICAL:

1. Attention needed at time of admission: _____
2. Action taken: _____
3. Medical certificate must be on file Yes _____ No _____
4. Admission: Approved: _____ Denied: _____

CONSTITUTIONAL AND PROCEDURAL SAFEGUARDS:

1. Was child advised of the charges against him? Yes _____ No _____
2. Was the child advised of his constitutional rights under the Miranda Ruling? Yes _____ No _____ by Arresting Officer: _____

Signature: _____

3. Was child advised of his procedural rights under the WV State Law by the Detention Counselor? Yes _____ No _____

Signature _____

4. Do you intend to file a juvenile petition against this person?
Yes _____ No _____

HEARINGS

1. Was detention the result of a hearing?
By Judge Yes _____ No _____
Referee Yes _____ No _____
2. Did the child receive a forthwith hearing by a referee? Yes _____ No _____
3. Did the child receive a second hearing by a Judge within 48 hours?
Yes _____ No _____

PHONE CALLS

1. Call to parent: Yes _____ No _____
2. Call to lawyer: Yes _____ No _____
A. _____ By child
B. _____ By staff
C. _____ By arresting officer

ADDITIONAL REMARKS:

SOUTHERN REGIONAL DETENTION CENTER

Notice of Admission to Court

Admission Date _____

Time: A.M. _____

P.M. _____

NAME: _____

ADDRESS _____

BIRTHDATE _____ RACE _____ RELIGION _____

WARRANT _____ PETITION _____

SCHOOL: _____

FATHER: _____

ADDRESS: _____

MOTHER: _____

ADDRESS: _____

GUARDIAN: _____

ADDRESS: _____

CHARGE: _____

COURT CALLED _____

DATE _____

TIME: A.M. _____

P.M. _____

STAFF SIGNATURE:

SOUTHERN REGIONAL DETENTION CENTER

Personal Property Sheet

The following articles were received from _____
upon his/her admission to the Southern Regional Detention Center on _____
_____ at _____ A.M. _____ P.M. _____

LIST OF CLOTHING:

____ HAT
____ SOCKS
____ SHOES
____ PANTS
____ SHIRT

____ COAT
____ DRESS
____ UNDERCLOTHING
____ BELT
____ GLOVES
____ OTHER:

VALUABLES:

____ RING
____ WATCH
____ KEYS
____ WALLET
____ GLASSES

____ MONEY (AMOUNT: _____)
____ EARRINGS
____ NECKLACE
____ OTHER:

I, _____ hereby state that the above checked items were taken from me upon admittance the the Southern Regional Detention Center.

Signature: _____
Date: _____

I, _____ hereby state that the above items were received upon my release from the Southern Regional Detention Center.

Signature: _____
Date: _____
Time: A.M. _____ P.M. _____

Staff Signature _____
Witness: _____

SOUTHERN REGIONAL DETENTION CENTER

Behavior Observation Report

DATE _____

TIME: A.M. _____ P.M. _____

NAME: _____

VISITORS: _____

HEALTH CARE:

PERSONAL APPEARANCE:

____ Always Neat
____ Usually Presentable
____ Somewhat Careless
____ Completely Careless

COURTESY:

____ Usually Polite & Courteous
____ Neither Polite or Crude
____ Frequently Impolite
____ Offends Others

WORK ATTITUDES:

____ Looks for Things to do to Help
____ Volunteers for Job Suggested
____ Works when Requested
____ Needs Frequent Prompting
____ Evades Whenever Possible

REGARD FOR PROPERTY:

____ Shows Strict Regard for
Property of Others
____ Is Careless of Property of
Others
____ Has Taken Property of Others
____ Has Intentionally Damaged or
Destroyed Property

TRUTHFULNESS:

____ Always Truthful
____ Tells Yarns to get Attention
____ Tells Fibs for Personal Gain
____ Habitually lies, conceals, & deceives

ACCEPTANCE OF AUTHORITY:

____ Always Follows Requests &
Regulations
____ Usually follows
Grumbles & Dilly Dallies
but finally does as directed
____ Disregards Rules and Openly
Defies Authority

ACCEPTANCY BY GROUP:

____ Popular with all
____ Usually a Part of the Crowd
____ Shunned By the Group
____ Ridiculed

ATTITUDE TOWARD OTHER CHILDREN:

____ Seeks New Friends
____ Friendly and Tolerant
____ Uninterested in Mixing with others
____ Too Timid to Participate
____ Indifferent to the rights of others
____ Is Cruel or Intentionally angers
others or picks on them

CHILD'S BEHAVIOR AT CENTER HAS:

____ Improved
____ No Change
____ Become Worse

DISCIPLINARY ACTION REQUIRED:

____ Never
____ Occasionally
____ Frequently

ADDITIONAL REMARKS:

SOUTHERN REGIONAL DETENTION CENTER

Daily Detention Report

DATE _____

3-3 Log Report

No. in House, M _____ F _____ No. Adm. _____ No. Rel: _____

3-11 Log Report

No. In House, M _____ F _____ No. Adm. _____ No. Rel: _____

11-7 Log Report

No. In House, M _____ F _____ No. Adm. _____ No. Rel: _____

SOUTHERN REGIONAL DETENTION CENTER

Final Release Form

CHILD'S NAME: _____

DATE: _____ A.M. _____ P.M. _____

RELEASED TO: _____

SIGNATURE: _____

ORDER OF: _____

REASON:

_____ COMMITMENT TO CORRECTIONAL INSTITUTION

_____ RELEASED TO PARENTS OR GUARDIAN

_____ BOND

_____ OTHER- (SPECIFY) _____

TOTAL DAYS IN DETENTION _____

RELEASED BY: _____

SIGNATURE: _____

DAILY DUTY ROSTER

NAME

Date	Saturday	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday
Set Table and Wipe off Table:							
Breakfast							
Lunch							
Dinner							
Snack							
Sports Equipment Clean Up							
Library Clean Up							
Arts and Crafts Clean Up							
MPR Clean Up							
Lunch							
Dinner							
Bedtime							
Miscellaneous							

Y:

Set Table and Wipe off Table:

Breakfast

Lunch

Dinner

Snack

Sports Equipment Clean Up

Library Clean Up

Arts and Crafts Clean Up

MPR Clean Up

Lunch

Dinner

Bedtime

Miscellaneous

SOUTHERN REGIONAL DETENTION CENTER

Behavior Observation Report

DATE _____

TIME: A.M. _____ P.M. _____

NAME: _____

VISITORS: _____

HEALTH CARE:

PERSONAL APPEARANCE:

- _____ Always Neat
- _____ Usually Presentable
- _____ Somewhat Careless
- _____ Completely Careless

COURTESY:

- _____ Usually Polite & Courteous
- _____ Neither Polite or Crude
- _____ Frequently Impolite
- _____ Offends Others

WORK ATTITUDES:

- _____ Looks for Things to do to Help
- _____ Volunteers for Job Suggested
- _____ Works when Requested
- _____ Needs Frequent Prompting
- _____ Evades Whenever Possible

REGARD FOR PROPERTY:

- _____ Shows Strict Regard for Property of Others
- _____ Is Careless of Property of Others
- _____ Has Taken Property of Others
- _____ Has Intentionally Damaged or Destroyed Property

THRUTHFULNESS:

- _____ Always Truthful
- _____ Tells Yarns to get Attention
- _____ Tells Fibs for Personal Gain
- _____ Habitually lies, conceals, & deceives

ACCEPTANCE OF AUTHORITY:

- _____ Always Follows Requests & Regulations
- _____ Usually follows
- _____ Grumbles & Dilly Dallies but finally does as directed
- _____ Disregards Rules and Openly Defies Authority

ACCEPTANCY BY GROUP:

- _____ Popular with all
- _____ Usually a Part of the Crowd
- _____ Shunned By the Group
- _____ Ridiculed

ATTITUDE TOWARD OTHER CHILDREN:

- _____ Seeks New Friends
- _____ Friendly and Tolerant
- _____ Uninterested in Mixing with others
- _____ Too Timid to Participate
- _____ Indifferent to the rights of others
- _____ Is Cruel or Intentionally angers others or picks on them

CHILD'S BEHAVIOR AT CENTER HAS:

- _____ Improved
- _____ No Change
- _____ Become Worse

DISCIPLINARY ACTION REQUIRED:

- _____ Never
- _____ Occasionally
- _____ Frequently

ADDITIONAL REMARKS:

LOCK-UP HANDCUFF
PROCEDURE

DISCIPLINE

Corporal punishment is forbidden at the Southern Regional Detention Center. The strongest disciplinary measure enforced is that of placing a child in his or her room to think about their behavior. The following information is to be used as a guideline for the use of lock-up as a means of discipline and control of youth who for whatever reasons it is felt by the entire staff that such action is needed.

REASONING

The removal of a child from the group and the subsequent placement of that child in his room should follow the following criteria:

- A. Said child has demonstrated that he is a physical danger to himself
- B. Said child has demonstrated that he is a physical danger to other children
- C. Said child has demonstrated that he is a physical danger to the staff
- D. Said child has demonstrated that he is a physical danger to the building
- E. That removal of said child is felt necessary for the control of the rest of the center population. EXAMPLE: That during a time of disruption by a part of the center population it is felt that a particular child, though he may not actually be taking part in the disruption, is the cause of the disturbance, said child can be removed to his room.

The removal of a child to his room (lock-up) is not to be used as a threat by the staff at any time, but as a valid means of discipline and control of the center population. The use of lock-up as a threat only reduces the amount of control a staff member has in working with the children of the center. Continued threats of lock-up without valid reason or fulfillment of such threats may cause that staff member to lose all effectiveness in his job in dealing with the center population.

The decision to use lock-up can be made by any staff member on duty but it should be the consensus of the entire staff on duty that lock-up should be used. Further approval should be obtained from the shift supervisor on duty and/or the Center Director if available. It is understood that there may not be enough time to seek approval from a supervisor or the Director and it is therefore felt that the staff member should use his own discretion and good sense in his reasoning of the use of lock-up.

When a staff member feels that lock-up should be used, it will be up to that staff member to carry out such action. Staff should not look to another member to carry out their decisions. They may ask for help in placing a child in his room but not for someone else to actually do the lock-up for them.

LOCK-UP PROCEDURE

In the event that it would become necessary for the staff to place a child in his/her room for disciplinary or control reasons, the following procedure should be followed:

1. Take child to his/her room. This should be done by the staff member who felt that that child should be placed in the room. Use help if needed.
2. Staff should inform and explain their reasoning behind the use of lock-up to the child. This should be done in a manner understandable to the child.
3. Inform the child that lock-up will last at least on half hour and that during that time the child should think over the behavior that caused him to be locked up. Then, at the end of that half hour, the placing staff member will check with the child and discuss the problem. This may continue up to two (2) hours. If, after that period of time, no solution to the problem has been worked out, a third party must be introduced. The use of a third party may be used anytime before the end of the two hours if the placing staff member feels it would be for the best, or if the child requests another staff member to be present.
4. Inform the child that he will have a hearing before the Center Director, or if he is absent, a shift supervisor, to explain the reasons behind his/her behavior. Also, that the staff member will give his/her justification in placing the child in the room. Explain that both the child and the staff member will present their solution for their behavior to the Director or Supervisor on duty.
5. Inform the child that after he has worked out a solution to his/her behavior and it meets with the approval of the staff, supervisor, and or Director and he/she has demonstrated his ability and willingness to behave in a proper manner, then he/she will be allowed to rejoin the group.

RESPONSIBILITY OF STAFF

When a child is placed in his room for any reason (lock-up, nap, etc.) an eyeball check will be made by staff at least every 15 minutes or more often if necessary. In the event that it is felt that a child needs constant attention, a staff member will be assigned to be with that child in his/her room as long as necessary. Such reasons as serious illness or a danger of a child hurting himself/herself or damage to the building would warrant such attention.

When a child is placed in his room for lock-up an "unusual occurrence report" must be completed as well as a notation made in the daily log. The UOR must entail a detailed statement of events, making sure that all persons involved give their side of the story. This means that each child involved should be talked with privately before writing the report, along with all staff members involved. The UOR should be as accurate as possible, giving as many specific details as is felt necessary to make the report complete.

It will be the responsibility of the placing staff member to work with the child who has been placed in lock-up in finding a solution to the behavior or whatever the problem causing the lock up. In the event a child and staff cannot work out some type of agreement at the end of the two (2) hour period a third party (another staff member) must be introduced as a mediator and/or take the place of the placing staff member. Either the child or the placing staff member may request a third party be introduced before the two hour period is up.

The use of a third party is often successful in getting over blockage in the problem solving process between staff and child, especially when there is conflict between the child and the placing staff member. It is often harder to find a solution to a problem when you have what you may consider the problem trying to help you solve it. The use of a third party is often very helpful in bringing new and fresh ideas into the solving process as well as being neutral to the initial situation.

When a solution has been reached, it would be helpful for both parties to be in complete understanding of not only the solution but also the responsibilities of each party in making sure that the problem does not occur again, or that new problems do not start. A useful means of accomplishing this is by means of contracting. This can be either by the use of a written or oral contract with both parties in agreement. It is usually more effective to use the written contract so that it may be referred to in case of further/future problems of the same nature.

The contract should contain the following items:

1. The problem to be solved.
2. The GOAL of the contract.
3. The means by which the goal is to be reached. This could be an outline of the process by which the goal will be attained.
4. The expectations and/or responsibilities of each of the parties of the contract. That is, what each party is expected to do in order to reach the goal.
5. The consequence for both parties if either should break their part of the contract.

USE OF HANDCUFFS

The use of physical restraints on uncontrollable or violent youth is a necessary and valid aspect of the operation of the Southern Regional Juvenile Detention Center. The staff at the Center will therefore be provided with some means of controlling youth other than the use of brute force counteraction on the part of the staff. The center will provide the staff with sets of handcuffs and legcuffs for the specific purpose of controlling physically uncontrollable children when all other means have been exhausted.

The use of hand or leg cuffs is recommended only as a last resort in the control of youth in detention after verbal reprimand and the lock-up procedure (as previously explained) have been employed.

If, after a youth has been restricted to his room, he or she:

1. Demonstrates possibility of physical danger to himself or herself
 2. Demonstrates possibility of physical danger to the staff member who has been assigned to be with that child as part of the lock-up procedure
 3. Demonstrates that he is a physical danger to his or her room
- then with the permission of the center director, or, in the directors absence, the shift supervisor on duty, and with the general consensus of the entire staff on duty, handcuff and/or legcuffs will be used. It is understood that there may not be enough time to seek further approval and it is therefore felt that the staff members should use their own discretion and good judgement in the use of "cuffs".

Again, when a staff member feels that "cuffs" should be used, it will be up to that staff member to carry out such actions. Staff should not look to another staff member to carry out their decisions. Staff may and should ask for help in carrying out such actions.

Staff should be knowledgeable in the proper application of handcuffs and should be able to demonstrate their ability to apply them in a situation that would demand their use. This is necessary to prevent any child as well as any staff member from being hurt. Also, to prevent any child from being able to hurt themselves while in the "cuffs".

Handcuff and legcuffs should be kept in the Observation Room, with extra sets being kept in the shift supervisors office. Keys should be either on staff keyrings or with each set of "cuffs".

The staff of the center will have the same responsibilities as they have when a child is placed in lock-up. Because a child has been physically restrained does not mean that the child can be ignored.

A child is never to be handcuffed to any object as he may use this object to inflict injury to himself and this could also be fatal in case of fire. Checking of children in restraints shall occur every fifteen minutes or more often if necessary. It is felt that if a child has had to be restrained, then a staff member should be with that child until:

- A. The child has calmed down enough that it is felt that there is no danger of the child hurting himself/herself while restrained.
- B. That it is felt by the staff that the use of restraints are no longer needed.

When a child is placed in restraints an "Unusual Occurrence Report" (UOR) should be completed as well as a notation made in the daily log. The UOR should be in addition to any completed UOR which was done when the child was placed in lock-up. The UOR must entail a detailed statement of events, making sure that all persons involved give their side of the story. The UOR should be as accurate as possible giving as many specific details as is felt necessary to make the report complete.

END